

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
AUGUST 12, 2015

Mary Ann Hankins, Vice-Chairman, called the meeting to order at 3:00 p.m. in the 3rd Floor Conference Room. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL:

PRESENT: Burk, Jay (entered late); Dismuke, Bob; Duffy, Andrew; Hampton, Allan; Hankins, Mary Ann; Morford, Bob; Rogers, Kyle; Sweeney, Kerry; Tennis, Michael.

ABSENT: Ezerski, Barry; Smith, Addie.

OTHER PRESENT: Denise Ezell, City Clerk's Office; Kristin Huntley and Scott Powers, Finance; Richard Rogalski, Planning; Jack Hanna, Park and Recreation.

BUSINESS ITEMS:

1. Reports

A. Receive Treasurer Report and take action if necessary.

Huntley stated before I start I would like to introduce Scott Powers our new accountant. He will be giving your financial from now on. Looking at your balance sheet you have \$170,097 in the bank. Most of the accounts are the same as last month except for Freedom Festival and Fresh Paint Days. They are down a little. You received your last hotel/motel funds for the 2014-2015 fiscal year. Looking at the profit and loss sheet you see Freedom Festival had 2 sponsorships, revenue from the car show and revenue from t-shirt sales. You had expenses from Freedom Festival of \$408 for an ad in the Lawton Constitution and Fresh Paint days for supplies. Those projects should be complete. You also had an expense for printing and reproduction for check. You will notice you had no interest for this month because the ending date of the statement was August 3. It will show on the financials next month. Are there any questions?

Motion by Dismuke, **Second** by Sweeney, to accept the financial report. **Aye:** Dismuke; Duffy; Hampton; Hankins; Morford; Rogers; Sweeney; Tennis; Burk. **Nay:** None. **Motion Passed.**

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

Rogalski stated we ask that Totte give us quotes for 11th Street and Rogers Lane to include the sprinkler system.

Burk stated they mowed over one of the Red Tip's on Rogers Lane. They are mowing with a brush hog and this needs to stop. It was a contractor doing the mowing and I thought we paid extra to have them use a lawnmower instead of a brush hog. They are also overlapping and leaving 6 to 8 inches. It is a terrible job.

Dismuke asked are they responsible for that?

Rogalski stated they should be. I'll let Neitzke know about the situation.

Morford asked is it okay to blow grass into the street.

Burk stated no. We have talk to them about this before.

Dismuke stated sounds like we need a different contractor.

Burk stated the City is suppose to be mowing on Lee Blvd and we are not. I guess I need to talk with Hanna.

Rogalski stated we discussed this at the last meeting and I thought everything was good. I'm surprised to hear this. I'll talk to Hanna but we may need to talk with the City Manager.

Burk stated I agree. I know this year has been tough but that is no excuse to let them go.

Duffy asked how does the contract read. Is it specific?

Rogalski stated yes. The problem is they haven't read the specs so they don't know what is required of them.

Burk stated Parks and Recreation has stated they don't have the manpower to oversee the contract.

Rogalski stated we need someone that does nothing but monitor contracts. I'll let the City Manager know that you want to discuss this.

Burk stated thank you. Totte do you have anything to report.

Totte stated here are the two proposals. I brought these proposals about a year ago and I just added to them. You may want to do this in stages.

Burk stated give me some numbers.

Totte stated I believe Rogers Lanes has issues. You have the utility trucks driving over the sprinklers and anything planted in the spillway/drainage will stand in water so they rot. You have spent a lot of money on this area.

Burk stated I'm not in favor of doing anything in that area.

Totte stated there are 3 or 5 red tips that will make a nice hedge then you are missing several plants for several feet. With trucks driving over the irrigation and no good place to plant I don't believe this is a good project. From 46th to 52nd is really bad. If you go further east you could do some nice landscaping.

Burk stated I agree. I bet we have spent \$75,000 over the last 8 years trying to make it work.

Dismuke asked can we put up signs that state "Do Not Drive".

Burk stated this is a utility easement and they have the right to be there.

Totte stated moving them out of the ditch to higher ground means the water will run off instead of soaking in. This is a problem area to keep alive. I would scrape this idea and put my money where it is level. I understand why you want plantings there but other than a wall there isn't much you can do.

Rogers asked can we put a fence up.

Burk stated no. I would rather talk about 11th Street.

Morford stated Rogers Lane carries more traffic. We don't want to leave it a junk yard.

Rogalski stated let me talk with Bob Rose and see what his thoughts are.

Burk stated we need to talk to him about the tri-level also.

Rogalski stated the Transportation Enhancement Grant no longer exist so we will have to search for another grants.

Sweeney stated I like the idea of not scraping everything when only one area is the problem.

Burk stated let's talk about 11th Street.

Totte asked is the City still going to remove all the dead plantings and do the initial watering.

Burk stated yes.

Totte stated we will need a load of soil to fill in the holes and replace all the plantings.

Dismuke asked aren't those prices high.

Totte stated I discounted the crape myrtles \$50 each and the yaupon hollies a \$100. There are smaller plants but I picked sizes to match the existing plants. Something you need to be aware of is when you totally winterize a sprinkler it will be a big disaster. If new plantings don't receive any water and become dry and then it gets really cold it will kill them. They need to be watered once a week.

Burk stated this was a McMahon project and I believe we need the larger plants. I agree \$45,000 is a lot so maybe we need to do it in phases.

Totte stated 11th Street is a big stretch. I believe you could concentrate on a certain area and get better results.

Dismuke stated we have the money and it isn't doing us any good sitting in the bank.

Duffy stated I like the idea of doing Rogers Lane and moving away from the problematic area. That is a highlighted area.

Sweeney stated I agree. I don't want to see us scrape Rogers Lane.

Rogers stated I think it is extremely important we maintain what McMahon has done but I also believe we need to do all our projects at 100%. We need to spend the money and do it right. Is it natural to lose plantings?

Totte stated there are times it just happens. I think you can make a big effect in one area that will put a lasting image in your mind.

Hampton stated if we do it in phases and once we see the phase is going to survive then we can move to the next phase.

Totte stated I want to see it live also so we will do as much as possible to make sure that happens. We have purchased a water truck to help with watering. The first month or two is very important when it comes to watering.

Rogers asked so do we need to take out the dead stuff and then plant in phases?

Burk stated we need to wait on Rogers Lanes until we talk with Bob Rose.

Rogalski stated we need to see where he believes landscaping will be appropriate.

Burk asked is it still too hot to plant.

Totte stated yes. We don't want to plant until the fall. The reason for bringing the proposals was so you could decide what you wanted to do. I need a final decision by October.

Burk asked will you bring these back in phases.

Totte stated yes.

Burk asked are there any other areas that you know of that we need to discuss today.

Totte stated I'll bring those next month.

Morford asked are the sprinklers on timers?

Burk stated yes.

Morford asked can we set them at night. It seems like Cache Road goes off at 7:00 a.m.

Burk stated those are set by the City. I'll talk to Parks and Recreation about changing the setting.

Totte stated the ones we do are set for night.

Burk asked is everyone okay with 2nd Street? I would like to have a street washer wash the intersections of 2nd and Gore.

Rogalski stated okay.

C. Receive report from Parks and Recreation, and take action if necessary.

Burk stated the contractor ran over a Red Tip on Rogers Lane. They are suppose to be using a mower and they were using a brush hog.

Hanna stated I'll get with Neitzke.

Burk stated if the contract doesn't say to use a lawnmower instead of brush hog I want the contract rewritten. They are tearing up all kinds of things.

D. Receive report from Public Relations Committee and take action if necessary.

Rogers stated we have been posting things on Facebook. I will post past Yard of the Month winners at a later date. I didn't want to take away from current winners. I have been taking photos of different projects but if you have pictures send them to me.

Burk stated I believe Mike Mazzo should have all of them.

Rogers stated I need a list of all our projects. I thought it would be neat during our off time to add other organizations that go above and beyond.

Burk stated another group to recognize is the prior winners and our upcoming projects.

Rogers stated Jones's Professional Power Washing posted they would like to help in the community. We might get them to help on 2nd Street.

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

Hankins stated at the intersection of 38th & Rogers Lane where all the trees are is awful. It is a natural habitat.

Burk stated that is considered agricultural land and they fall into a different category. I was told there was nothing we can do about it.

Rogalski stated legal and I don't agree on that issue. I believe there has to be a purpose for agricultural land. We decided we could send a letter asking them to clean it up.

Burk stated we need to talk to Jensen about this.

Rogers asked what project are they doing on east 45th Street.

Burk stated they are moving the utilities to get ready to widen the street.

F. Receive report from Website Committee and take action if necessary.

Rogalski stated anything posted to Facebook should be posted to the website. We haven't gotten any further with PayPal but we are still working on it.

G. Receive report from Facebook Committee and take action if necessary.

Burk stated we covered this above.

H. Receive report on ruts located at 38th and Rogers Lane and take action if necessary.

Rogalski stated when I called the Street Department they stated they were aware of the issue and was going to repair it.

Sweeney stated it hasn't happened yet.

Duffy stated I drove by yesterday and it was still there.

2. New Business

A. Consider approving invoices, requisitions, and other submitted materials for payment and take action if necessary.

Huntley stated we have one to Sasseen Group for the billboard.

Sweeney stated I haven't seen this run in a while but when I did the print was very small. Are we getting our monies worth.

Burk stated if there is something we don't like he will change it.

Motion by Hankins, **Second** by Tennis, to approve invoices, requisitions, and other submitted materials for payment. **Aye:** Duffy; Hampton; Hankins; Morford; Rogers; Sweeney; Tennis; Burk; Dismuke. **Nay:** None. **Motion Passed.**

B. Consider approving the minutes of July 8, 2015.

Motion by Sweeney, **Second** by Rogers, to approve minutes of July 8, 2015. **Aye:** Hampton; Hankins; Morford; Rogers; Sweeney; Dismuke; Duffy. **Abstain:** Tennis; Burk. **Nay:** None. **Motion Passed.**

C. Consider awarding a Yard of the Month for August.

Burk stated everyone should have received these through email.

Rogers asked what Wards have not received the award.

Ezell stated Ward 2, 7 and 8 but we don't have pictures for 7 and 8.

Sweeney asked can we do August and September.

Burk stated yes.

Motion by Sweeney, **Second** by Hankins, to approve 4741 SE 47th for August and 1912 NW Elm for September. **Aye:** Hankins; Morford; Rogers; Sweeney; Tennis; Burk; Dismuke; Duffy; Hampton. **Nay:** None. **Motion Passed.**

D. Consider awarding a grant to Eisenhower High School.

Burk stated Charlotte Oates from Eisenhower is with us today.

Dismuke stated the sprinkler system at Eisenhower has been repaired.

Oates stated not yet but they will start to work on it tomorrow. I would like to thank you for the kindness you extended to MacArthur last year. It allowed me to get nice planting and it made the front of the building look wonderful. I had big plans to do more until they moved me to Eisenhower.

Rogalski stated I would like to say the kids actually appreciated and respected the job she did and that is a significant part of it.

Oates stated the kids will become more respectful when you improve where you are. One of my directives when moved to Eisenhower was to improve it, clean it up and make it better. This will change the lives of those kids also. There is a \$1.3 million project to replace windows and they will start in September. It will take a full year to finish this project. There was landscaping in front of the Library Media Center and Math Complex but it has died due to the sprinklers system not being turned on. It is now on and we have weeded it to some degree. There is a section in the front of the building that does not work and at the south entrance there is no irrigation. B & R Sprinkler System will do the repairs and then install irrigation on the south side. The front entrance has been closed and I'm going to open it back up. The problem there is a large overhang with a huge hole in the middle. The hole invites birds so there is poop everywhere. You have to be really careful walking in that area. The estimate on the sprinkler system is \$1500. I have contacted Craig Williams and to freshen up the landscaping, mulch and add new planting will be another \$1500. I want to plant some larger bushes/trees on the east side before you get to the driveway. I would like to paint the overhang, add some tables and chairs and do something to prevent the birds from resting there. For the 2 or 3 areas around the corner Williams thinks it will take \$3500 to \$4000 to redo. The reason for not putting sprinklers in closer to the road is because the City will be redoing 52nd Street before long.

Dismuke asked how much are you asking for?

Oates stated I would love \$10,000 but I'll take any amount you are willing to give.

Burk asked can we do some beautiful pots with plantings.

Oates stated absolutely.

Dismuke stated one of the things people look at when they move into a town or city is the schools.

Motion by Dismuke, **Second** by Rogers, to give Eisenhower School a donation of \$10,000 to go towards landscaping Eisenhower School. **Aye:** Hampton; Hankins; Morford; Rogers; Sweeney; Tennis; Burk; Dismuke; Duffy. **Nay:** None. **Motion Passed.**

Burk stated I would like to ask if you will be willing to help keep LETA YA alive.

Oates stated I have already thought about that. Do you know how many are left?

Burk stated no but I'll ask Schyler.

Oates stated who is in charge right now.

Burk stated nobody.

Oates stated I can't fix everything but I'll do my best. Email me a list of the names and what school they attend.

3. Old Business

None

4. Announcements

Rogalski stated I spoke with the manager at CVS and they are in the process of replacing the dead plantings. Another issue is the Chicken Express on Cache Road. They are the first to use decomposed granite. We don't give points for this but if you put in enough landscaping we don't require you to put in grass. The idea was to have grass around the landscaping. They do have plans on planting some additional plants.

Burk stated it looks horrible.

Rogalski stated I agree. I would propose we make an amendment to the code requiring a certain percentage of grass. I would suggest no more than 10% can be non-living ground cover. Do you want me to bring it back next month or take it straight to Council?

Rogers stated take it to Council.

Burk asked what percentage are we going to use.

Rogalski stated I thought about 1/3 could be non-living.

Morford stated what if we go into Stage 5 water restrictions.

Rogalski stated this isn't to say that during a drought you can't let the grass die.

Burk asked what if we do 50%. This gives them some lead way.

Rogalski stated do you want me to bring the changes back before going to Council.

Rogers stated if it is just a one line item of 50% then take it to Council.

Sweeney stated I agree.

Burk stated that is great. Whipp has talked to the Hilton and the ballroom is reserved for February 19th. They need to know if we want 2 or 3 rooms.

Sweeney stated I don't think we want more than what we had.

Burk stated she is asking if we want a dance floor again this year.

Sweeny stated probably not.

Rogalski asked are you paying for that room.

Burk stated we didn't last year.

Rogalski stated it is in the LEDA agreement that we get to use the facility 3 times a year so I wanted to make certain.

Morford stated we attended a reception there and on the other side was a wedding. The band was so loud that you could not hear our speaker. Is there any way we can make certain this doesn't happen.

Burk stated we would need to reserve all 3 rooms.

Rogalski stated I think we need to let Whipp explain the situation and ask they be extremely careful on who they rent the extra room too.

Burk stated I believe this year we need to have VIP seating. Our VIP's sat all the way in the back.

Sweeney stated this wasn't to be a sit down banquet. We wanted everyone to mingle. We probably need to get the Committee together and start planning for next year.

Rogers stated we are looking at October 2 for another Open Streets project. It will be from 4:00 to 10:00.

Rogers stated I want some flags and bands. It will be a family event early on and then transition into an adult setting.

Burk stated we need to have wine and beer.

Rogers stated we will be increasing food trucks and beer. This is Spirit of Survival weekend and we thought this would be a perfect thing for that group to do on Friday night. We don't want to compete we just want to offer them something to do.

Burk stated maybe LETA can be responsible for landscaping.

Rogers stated I would like some potted trees. Maybe we could talk to Totte.

Hampton stated at the last one the OSU Extension Center was interested in helping.

Burk stated it would be amazing if we could get lights strung down there.

Rogers stated I love that idea.

Hampton stated I believe this would be a good place to promote LETA.

5. Adjournment

There being no further business the meeting adjourned at 4:55 p.m.

Motion by Tennis, Second by Morford, to adjourn. **Aye:** Hankins; Morford; Rogers; Sweeney; Tennis; Burk; Dismuke; Duffy; Hampton. **Nay:** None. **Motion Passed.**