

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
NEW CITY HALL AUDITORIUM
212 SW 9th STREET
AUGUST 15, 2012

Jay Burk, Chairman, 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; Dismuke, Bob; Godlove, Jane; Hankins, Mary Ann; Harbison, Jean; Hushbeck, Tim; Safi, Anika; Smith, Addie; Smith, Marilyn; Tenis, Michael.

ABSENT: Carter, Carol.

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

BUSINESS ITEMS

1. Reports

A. Receive report from 4-D Landscaping

Elkouri stated we are having issues with timers being stolen and the watering system having breaks. We are having to hand water and are working on the repairs. We have changed all the emitters in the flower pots and hope that takes care of part of the situation.

Burk asked have you checked all the beds to be certain they are on the right scheduled for the drought.

Elkouri stated yes. We go once a month. We need to be watering at least 5 days a week until it gets below 100°.

Burk asked what are we doing about the cost to repair and replace what is missing.

Catlett stated anything caused by Parks and Recreation we will cover the cost.

Burk stated okay. I'm going to skip around on the agenda so move to Item E of New Business.

E. Discussion from Councilpersons Bellino and Moses and take action if necessary.

Burk stated Councilperson Bellino and Moses had asked to be on the agenda today. They were unable to attend today and will be attending next month. We need to start thinking about the dead trees that are in the right-of-ways and hanging over into our road ways. We have real concerns about falling branches. They want to start some kind of program where we go and

remove the trees. We would remove those in the right-of-ways. As a Trust they want to know what our thoughts are in helping individuals to remove the trees. The City Attorney says we cannot use our funds to go onto private property to remove a dead tree. We can do so in the right-of-ways but not on private property. We need to make Catlett aware if we believe it is in the right-of-way. I know there are 3 on Rogers Lane that are hanging over into the street. Those are of real concern because if we have high winds or an ice storm they could come crashing down on vehicles. Would it help if the Trust started looking and identifying what they believe to be a potential problem? I and Dr. Bellino read a horrible story about a dead tree that had fallen on a person in Norman and killed them. This is what got us to thinking about what we had here in Lawton. We felt this was something that needed to be addressed especially with the number of dead trees we have within the City limits. A lot of them are on private property. Since we can't use our funds what if we started a fund for private donations to help those who cannot afford to remove the tree themselves. LETA would oversee this fund. We could use the system the City has for meeting a certain criteria as a disadvantaged or low income person. They could apply for the funding and we would contract with a tree company to remove the trees.

Shahan stated let's address the right-of-ways and then the residents. I believe our role would be predominately on the right-of-ways. The locations that are predominate in Old Town North and Rogers Lane we could go and identify those that are questionable. We can bring back a list with what trees we have identified. We can bring that list to you next month. The one associated to private property are questionable as to whether they are in the right-of-way.

Burk asked if they are near the road could Catlett look and identify as to whether they are in the right-of-way or not.

Catlett stated (Can't understand not talking into the mic).

Shahan stated we will get a list for you.

Godlove asked if someone should be injured by a tree falling from the right-of-way would the City be liable for those injuries.

Burks stated yes. That is exactly right.

Godlove asked is there no provision for the City to take care of the tree removal.

Burk stated if it is in the right-of-way we have to be looking for those and removing them. We felt this was the group to bring this to instead of Council. We didn't want this broadcasted in the media right away. We wanted to take care of the issue before we had an issue or a lawsuit.

Dismuke stated I'm not certain the City is responsible for that. This would be an act of God and your auto insurance will cover any damage. You may have some medical but I'm not certain this is the responsibility of the City. You need to check with your City Attorney. I'm also not certain that LETA should get involved. There are hundreds of dead trees. When you start removing trees on private property it becomes extremely costly. I'm not certain LETA can

afford any of this. It seems to me this is a City Council problem. We want the trees removed because it looks really bad.

Elkouri stated (Can't understand isn't at the mic) it seems there are more in the older parts of town. In the newer areas most have had them removed. You will probably find the reason the trees have not been removed is because the homeowner can't afford it. We gave an estimate on east Lee of \$4500 for a monstrous old elm. The reason for the price was the danger and liability issues.

Hushbeck stated that was my point also. We as an Authority couldn't afford it. We might organize some groups such as churches and civic groups to help with the elderly and disabled. You would only be able to work on the ones from an aesthetic standpoint because of the danger involved. I don't see that we have any vehicle to where there is near enough money to go down that road.

Burk stated I agree. I believe Bellino and Moses were hoping that we would be the lead in supporting some sort of help with either civic or church groups for those who cannot afford to do it on their own. The City cannot go onto private property to remove a tree. I explained that to them. I know how expensive it is to remove a tree. Maybe we could set up a private fund that you could donate to for that specifically. You would receive a write-off for donating and it would be used exclusively for tree removal. We might not receive enough in donation to even do 1 a year unless we received money from a foundation or something. I wanted to bring it up to you so you could be thinking it over. Talk about it and come up with some ideas. They will be here next month to discuss this issue. If anyone sees a tree they think might be in the right-of-way notify Shahan so they can go look at it. Okay now let move to Shahan's report.

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

Shahan stated I'm going to yield the floor to Gerald Catlett to give the report.

Catlett stated with the heat we are making every effort we can to keep things watered and alive. On Cache Road we have had issues with vandalism daily. The police caught a gentleman a couple of weeks ago removing heads. I told them to make him put them back. I didn't know that he had removed 40 heads. I send a staff person out daily to replace or repair heads. A lot of time they just unscrew them so we are not out any cost.

Burk asked did we file charges against this person.

Catlett stated no.

Burk asked what was his reason for doing it.

Catlett stated I live out of town and was at home when they called me. After discussing with Shahan they wanted to know if I would file charges. I wonder why the police couldn't file the charges. Charges weren't filed but we did make him put them back. We had to go back and readjust them.

Hushbeck asked was it an adult.

Catlett stated he was about 25 years old.

Burk stated was he selling them or just being mean.

Catlett stated I wasn't there when they questioned him.

Hushbeck asked is it too late to file on him.

Burk stated I would like to know that answer. I guess they took a report.

Catlett stated they saw him doing it.

Burk stated I'll talk to the Chief. We need to file charges. We need to let it be known we are not going to put up with that. If you see someone in the median you need to call the police.

Shahan stated I believe they are unscrewing them during the day and coming back at time to take them. (Can't understand not at mic).

Hushbeck asked are they copper or brass fittings.

Catlett stated plastic.

Hushbeck stated then it is for the head itself and not for scrap.

Burk stated we need to file charges so if this comes up again ask them to call me.

Catlett stated that is our worse area for vandalism. We have people walk through the medians and kick the heads like a football. I have visited with 4-D about the dying plants at McMahon, the beds on 2nd Street and 11th Street. I believe we are well on our way in getting everything repaired. We are working together to get everything repaired and to monitor them all more closely. 4-D's contract states they are to check all the beds once a month. This time of year that isn't enough. My staff is monitoring them also. If we find issues we either call 4-D or make the repair ourselves. This seems to be working much better. It cost us a little time but it is working. We do have plants that need to be replaced and we are slowly replacing them as funds come available. Right now we are removing the dead stuff. We are not making replacements at this time due to the heat.

Smith M asked did you remove the crape myrtle from the median at Wal-Mart.

Catlett stated yes. I got a call about it being a sight obstruction so we removed it. We have potted it and will reuse it.

Burk asked the trees we have lost at the playground are there issues there.

Catlett stated the soil at the playground is clay. We increased the watering thinking they weren't getting enough. When we replaced 3 of them we found they had root rot due to over watering. They were actually sitting in water. We have added chemicals to help break down the clay and we are also looking at replacing those trees with a cypress. The cypress trees that we planted had proposed from day one. We have replaced some trees and cut back on the watering. We added more lime to the soil to help break it down.

Burk asked do you have funding to replace those and how many did we lose.

Catlett stated we do have funding and we lost a total of 6.

Burk asked did we lose any along the walkway.

Catlett stated 1. A few went into shock but they are all leaving back except 1. We will be replacing those that are dead this fall.

Hushbeck stated I wonder if we should look into doing fall plantings. Our guys have always told us trees have a better chance if planted in the fall so they can establish some roots.

Catlett stated according to the OSU Extension Office fall planting is recommended. Their sap is down and they have all winter to establish a better root system. We are guilty of planting in the spring and should look at planting in the fall.

Burk stated I agree. With these we were stuck with getting them when we did. The drought could last a few more years so we need to look at fall plantings. Didn't we also have bugs?

Catlett stated yes. They were hard to identify but once we did we put pesticides on them. I would like to say something about the dead trees across town. My staff has been removing them from the parks. I spent the day identifying things of this nature. I have a small staff so our focus has been taking care of the parks. As far as the right-of-ways if we see it we will identify it. For years it has been done on a call in basis. We will be glad to work on a list to identify these trees and bring them back to you. We can try to institute some type of program in the winter that the entire City could work on them like we did with the ice storm. Every division helped during the ice storm. We got a lot done in a short amount of time.

Burk stated maybe we need to have a meeting with Jerry Ihler and come up with a plan. I think we need to have the grapppler to pick the trees up once they are cut down. Have you purchased the new stump grinder?

Catlett stated not yet. The tub grinder at the landfill is more portable than I thought. I'm going to take it to the lake to address some issues there.

Burks stated I would like for us to remove the stumps in the parks.

Catlett stated we have it in the budget but don't know what quarter we will be allowed to purchase.

Burk stated maybe we will make sure that happens early. Thank you.

C. Treasurer Report

Burk stated our balance after encumbrances is \$39,863.23, Playground In The Park has \$16,068.73, Fire Pac has \$2,500.85, Friends of the Trails \$4,125.93, total bank balance of \$69,058.74.

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

2. New Business

A. Approve minutes of March 14, 2012.

Motion by Tennis, Second by Godlove, to approve minutes of March 14, 2012. **Aye:** Dismuke; Godlove; Harbison; Hushbeck; Safi; Smith A; Smith M; Tennis; Burk. **Nay:** None. **Motion Carried.**

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

Burk asked did anyone bring anything new this month. I would like for everyone to know that the winners have been so excited. I hope we embrace this better next year and do a better job. I think we need to work on allowing citizens to nominate specific properties.

Smith M Stated I think it needs to be in the newspaper.

Burk stated McConnell stated she would run an article but the problem is it is already August and we are only going through September. I didn't want to start something that we knew we didn't have the momentum. I thought we would wait until next spring and really do a kickoff. By then we should have time to get it on the website and they can make their submissions online or they could turn them in to the City Clerk's Office. We would adopt a form that would be filled out on the nominated property. Is that okay.

Smith M stated yes.

Burk stated let's see if we can find a winner for August. Here are the nominees.

Smith A stated I delivered the plaque to the winner on Summit.

Burk stated we will need to pick it up by the end of the week and be certain you get her information. Our nominees today are 812 NW 13th; 718 NW 46th; 102 NW Ft Sill Blvd; 2510 W

G Street; 1115 Lake; 1111 Lake; and 716 NW 46th Street. I'll give you few moments to look through those. Let's move on to Item C while you are looking at the photos.

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

Godlove stated I would remind everyone the retreat is scheduled for September 8th from 9:00 a.m. to 3:00 p.m. at Marilyn Smith home located at 1207 Lake. I have not heard from Addie Smith and Tim Hushbeck. Are you going to be able to join us?

Smith A stated I can be there.

Godlove stated Pat Beck from Vo-Tech will be conducting the retreat so it is real important that we all be on time. Smith and I will arrange for something for lunch. Does anyone have anything in particular that you want us to discuss or focus on at the retreat?

Burk stated I think we need to talk about Board accountability. Do we have 1 vacancy and how many members do we have in total.

Ezell stated we have 1 vacancy and 11 members. 8 Ward members, 1 Councilman, 1 County, and 1 Chamber.

Burk stated I would like for her to discuss Board turnover.

Godlove stated you stated Councilman Shoemate said it was fine if we filled the vacancy with Mary Ann Hankins. Can we ask her if he is okay with it? We need to fill the position.

Burk stated can we do that. He said it was fine.

Ezell stated I'll do that as long as you are certain he said it was fine.

Burk stated he told me it was fine. Do we need to provide any funds for this event?

Godlove stated last time you stated LETA would pay for the meal.

Burk stated we will if that is agreeable with the Trust. I think we need to purchase the food and drinks that will be used that day.

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

Burk stated we have to have a committee meeting soon. We have 60 days to pull this together. Everything needs to be in place by October. Raise your hand if you would like to be on the committee.

Ezell stated I would suggest you have sub-committees that are responsible for different parts of the banquet.

Burk stated I agree.

Godlove stated we need to involve more than just the Board. We can't do it all ourselves.

Burk stated I agree. That is why I think we need the help of Maria Shahan again. Kim Shahan has a lot of his department involved. How many of you would like to serve on the big committee. The sub-committees will bring their decisions back to this committee.

Godlove stated I think all of us should be on that committee.

Burk stated does everybody agree.

Dismuke stated select a date and time.

Safi asked we will be using Cameron again this year.

Burk stated we will need to talk about that as a committee.

Godlove stated is Maria Shahan willing to do that big job again.

Burk stated I'll ask.

Godlove stated I wonder if we should offer to pay her for her service. That is a big job. We need to talk about it.

Burk stated we will all be a part of the committee and will meet on August 29th at 3:00 p.m.

Ezell stated you also need to get started on your auction items.

Burk stated that is correct. We expect LETA YA to be involved in the banquet. We need your help and input. You may want to make some sort of presentation at the banquet so people get to know you. We would like for you to have representation at the meeting. Let's move back to the Residential Eye Candy award. Is there a nomination for this award?

Smith M stated I would like to nominate 1111 Lake Avenue.

Godlove stated I nominate 718 NW 46th.

Burk stated by a show of hands who votes for 1111 Lake. Okay we have 3 votes. Those for 718 NW 46th. Okay our August winner is 718 NW 46th Street.

Godlove stated the lady that lives there broke both her ankles two weeks ago. This will be a real treat for her.

Burk asked since this is in your area will you present the plaque to her.

Godlove stated sure.

Burk stated we will place it in last month's winners now and then in September we will place it in her yard.

Safi asked is this the last month?

Burk stated yes. Now let's move back to LETA YA.

D. Receive report on LETA YA

Burk S stated I spoke with Chris Langston and she is willing to do all our designs for our t-shirts. We voted on a logo today and we would like your approval. Our goal was to tie LETA with LETA YA. We put your font and then added color. We wanted it to be fun and youth oriented.

Motion by Godlove, **Second** by Dismuke, to approve the logo chosen by LETA YA. **Aye:** Harbison; Hushbeck; Safi; Smith A; Smith M; Tennis; Burk; Dismuke; Godlove. **Nay:** None. **Motion Carried.**

Burk S stated one of the fundraisers we considered was the International Festival. The original idea was to sell the brownies like Dr. Bellino did. We would borrow a tent from the museum. We are asking your permission to participate. I have spoken with Fields Printing and they are willing to do the printing. There will not be a big profit but this will get us exposure and we could hand out flyers. I will come back to you once I have the cost.

Smith M asked why can't you sell the brownies.

Burk S stated we are late in getting that project done and it has taken Dr. Bellino time to email me back. She stated it takes about 6 weeks to make all the brownies. We don't have the manpower at this time. We still would like to participate even if we don't sell brownies.

Burk stated they were going to ask Dr. Bellino if they could use her equipment. I believe she will be willing to loan or donate it. As you know she is very particular about the brownies. She is the only person allowed to bake the brownies and it takes about 6 weeks to prepare them.

Smith M stated that is 1 person doing all the baking.

Burk stated she doesn't allow anyone else to bake them. She still wants to be involved and I think that is okay. I want her to fill a part for sure.

Smith A stated she would cut her cost by having individuals purchase a box of brownies from Sam's. It would help cut your cost if you could get them donated.

Smith M stated Bellino used brownie mix.

Burk stated yes.

Smith M stated oh I thought we were talking about a special brownie.

Burk stated no. She stated she generated a couple of thousand a year from both the International Festival and Arts For All. She stated this wasn't a money maker it was just for awareness. We need to have something there about what LETA and LETA YA does. The brownies were a means of getting you to the booth. It will be difficult to get someone to stop at your booth for a piece of paper.

Godlove stated what if we sold Klondike bars or some other ice cream on a stick.

Burk stated we could do that.

Smith M stated we need to do something about recycling centers. There was an article in the paper but they didn't list the locations and didn't state what they would accept.

Burk stated this is a time for awareness. We need to get banners made to put on the booth.

Burk S stated Langston is working on that.

Safi stated you could also have applications for nominations for the Commercial Eye Candy Award.

Burk stated you have to have something to draw them to the booth. We would give free samples of the brownies. This is going to take commitment because you are there Friday, Saturday and Sunday. You cannot leave the booth unmanned.

Smith M stated maybe this year we should just do information.

Tenis stated I would suggest we purchase an I-pad and raffle it off.

Burk S stated we think we should have ice cream on a stick that could be purchased from Sam's.

Burk stated you have my support for whatever you want to do. They don't have money so they will need our help. When is the International Festival?

Burk S stated it is the 3rd week of September.

Burk stated can we still get a booth.

Burk S stated yes. The last conversation I had with Dr. Bellino she was going to talk to someone and get me the information. I haven't heard anything from her since then.

Burk stated you need to speak with Shahan. Do we want to set an amount they can spend on t-shirts and printing?

Motion by Burk, **Second** by Smith M, to allow LETA YA to spend up to \$1000 for the International Festival. **Aye:** Safi; Smith A; Smith M; Tennis; Burk; Dismuke; Godlove; Harbison. **Nay:** None. **Motion Carried.**

Burk S stated another fundraiser would be called the 100 Club. If you donate \$100 your name would be recognized in a school. At MacArthur we are doing trees. An example would be to be a Leaf Sponsor you would donate \$200 plus, a Branch Sponsor \$100 to \$199, a Root \$50 to \$99 and Water would be \$5 to \$49. Originally we thought about mailing out 300 to 500 donation card and begin with MacArthur as the pilot school. We have decided to save on expenses we would just hand them out at football games and so forth. If the project was short we would send out a mass email hoping to get the donations to complete the project. We would like to know how you feel about this.

Burk stated I think it is a great idea.

Godlove stated I agree so I would say go for.

Burk stated do what you need to do. Thanks for the report.

3. Old Business
4. Announcements

Smith A stated I want to remind everyone that Picnic In The Park for Cops and Kids is September 8th. This will be at Elmer Thomas Park. Be there.

5. Adjournment

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