

MINUTES
REGULAR MEETING
LAWTON ENHANCEMENT TRUST AUTHORITY
CITY HALL- 3rd FLOOR CONFERENCE ROOM
WEDNESDAY SEPTEMBER 11, 2024– 3:00 P.M.

Chairman Burk called the meeting to order at 3:00 P.M. in the 3rd floor conference room of City Hall.

ROLL CALL

PRESENT: Jay Burk, Ted Symuleski, Barry Ezerski, Dwight Tanner, Chris Rabon, Katy Jackson-Seeley, Addie Smith

ABSENT: Mary Ann Hankins (excused), Charles Owens (excused)

OTHERS PRESENT: Neal Kirmer, Communications & Marketing; DaLynna Wood, Communications & Marketing; Kobe Humble, City Clerk's Office; Joshua White, Neighborhood Services; Susan Schlecht, Financial Services; Jonathan Jernigan, Community Services; Jason Poudrier, Arts & Humanities; Representatives from the World Mission Society Church of God (WMSCG)

STATEMENT OF COMPLIANCE WITH OKLAHOMA OPEN MEETING ACT, 25 O.S. 301-314

Notice of meeting and agenda were posted by the City Clerk's Office as required by law.

INTRODUCTION OF GUESTS

Chairman Burk welcomed representatives from the World Mission Society Church of God (WMSCG).

1. Reports

- 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.

Totte said he has two estimates for the Authority to consider.

The Authority moved to item 2B.

- B. Consider approving an estimate from Bedrock Nursery in the amount of \$10,750.00 for the installation of tulip bulbs at City of Lawton sites and authorize payment of all applicable expenses incurred up to \$10,750.00.

Totte said he increased the bulb count by 750, and there is a labor increase of approximately \$150. He said the bulbs will get planted the 1st of December, and the tulips will bloom in the spring.

Motion by Ezerski, Second by Symuleski, to approve an estimate from Bedrock Nursery in the amount of \$10,750.00 for the installation of tulip bulbs at City of Lawton sites and authorize payment of all applicable expenses incurred up to \$10,750.00. **AYE:** Ezerski, Smith, Rabon, Jackson-Seeley, Symuleski, Tanner, Burk. **NAY:** None. **MOTION PASSED.**

The Authority moved to item 2A.

- A. Consider approving an estimate from Bedrock Nursery in the amount of \$5,593.00 for the second phase of the lighting repair at City Hall and authorize payment of all applicable expenses incurred up to \$5,593.00.

Totte said the lights were installed last week. When his staff turned the lights on, they noticed the east side lights do not work. He said the wires must have been cut from contractors working in the area, and the wires must be replaced.

Symuleski asked if the Authority could recoup some of this money from the contractor(s) who caused the damage.

Chairman Burk suggested that Authority members ask Charlotte Brown to look into this possibility.

Totte noted that the estimate amount has been updated to \$5,443.50.

Motion by Symuleski, Second by Jackson-Seeley, to approve an estimate from Bedrock Nursery in the amount of \$5,593.00 for the second phase of the lighting repair at City Hall and authorize payment of all applicable expenses incurred up to \$5,443.50 **AYE:** Ezerski, Smith, Rabon, Jackson-Seeley, Symuleski, Tanner, Burk. **NAY:** None. **MOTION PASSED.**

Totte said his staff will soon start changing out the flowerbeds to add fall and winter flowers.

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

Joshua White, Neighborhood Services Supervisor, said there are currently just under 600 pending work orders.

White said they will soon be hiring an additional contractor to help with work orders.

- C. Consider approving submitted materials for payment.

Susan Schlecht, Financial Services, presented a summary of the paid invoices for the period of June 12, 2024 – September 10, 2024. The list of paid invoices is attached as “Exhibit A”.

Motion by Smith, Second by Ezerski, to approve the submitted materials for payment for the period of June 12, 2024 – September 10, 2024 as presented. **AYE:** Ezerski, Smith, Rabon, Jackson-Seeley, Symuleski, Tanner, Burk. **NAY:** None. ***MOTION PASSED.***

D. Consider approving the monthly Treasurer Report. – **STRICKEN**

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

Jason Poudrier, Arts and Humanities, gave a report on behalf of the Parks and Recreation Department.

F. Receive a report from the Community Services Director regarding ongoing LETA projects and take action as deemed necessary.

Jonathan Jernigan, Community Services Deputy Director, said the dome has been lit, and the grant funding has been returned to the McMahon Foundation.

Jernigan said Charlotte Brown has been working with Schlecht on the First Amendment to the Fiscal Year 2024-2025 Agreement for Limited Services between LETA and the City of Lawton.

Chairman Burk noted that the Authority received payment from State Farm for the claim the Authority submitted when a vehicle struck the median flowerbed on Sheridan Road.

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

Ezerski said the CCIDA and the LEDC recently received a request for the City of Lawton to purchase the property at the southwest corner of 2nd Street and Ferris Avenue and do a beautification project in this area (e.g. adding flowers, benches etc).

Chairman Burk said he thinks this is a great idea, he's just not sure how it would be funded.

Chairman Burk said he hopes to see the sidewalk on east Gore Boulevard in front of Cracker Barrel extended to Mike's Sports Grill.

H. 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.

DaLynna Wood, Communications and Marketing, said September will be the last regular yard of the month competition. Wood said if we do what we did last year, there will be a Halloween yard of the month competition in October and two Christmas yard of the month winners in December.

Chairman Burk and Ezerski said they think we should stick with what we did last year.

Chairman Burk noted that he presented the 2023-2024 Annual LETA Report to the City Council yesterday. He said the Council was pleased with the Authority's beautification efforts.

2. Business

- A. Consider approving an estimate from Bedrock Nursery in the amount of \$5,593.00 for the second phase of the lighting repair at City Hall and authorize payment of all applicable expenses incurred up to \$5,593.00.

This item was addressed earlier in the meeting.

- B. Consider approving an estimate from Bedrock Nursery in the amount of \$10,750.00 for the installation of tulip bulbs at City of Lawton sites and authorize payment of all applicable expenses incurred up to \$10,750.00.

This item was addressed earlier in the meeting.

- C. Select a Yard of the Month winner for August 2024.

Wood said the address with the hummingbird mailbox received the most votes on the website with 88 votes.

Chairman Burk noted that this yard is in Ward 1.

Motion by Rabon, Second by Symuleski, to select the address in Ward 1 as the Yard of the Month winner for August 2024. **AYE:** Ezerski, Smith, Rabon, Jackson-Seeley, Symuleski, Tanner, Burk. **NAY:** None. **MOTION PASSED.**

- D. Consider approving the minutes of the August 14, 2024 meeting.

Motion by Ezerski, Second by Smith, to approve the minutes of the August 14, 2024 meeting. **AYE:** Ezerski, Smith, Jackson-Seeley, Symuleski, Tanner, Burk. **NAY:** None. **OBSTAIN:** Rabon. **MOTION PASSED.**

- E. Consider approving a grant request from ASEZ (“Save the Earth from A to Z”) in the amount of up to \$400 for installation of an outdoor mural in Lawton aimed at enhancing public spaces, fostering community pride and reducing crime, and take action as deemed necessary.

Representatives from the World Mission Society Church of God (WMSCG) presented the grant request from ASEZ (“Save the Earth from A to Z”) in the amount of up to \$400 for installation of an outdoor mural in Lawton. A copy of this request may be obtained from the City Clerk’s Office upon request.

The mural is proposed to be placed under the railroad overpass located just south of the intersection of SW F Avenue and SW 2nd Street. The current proposal is to paint a mural on one side of this overpass.

Symuleski noted that there have been flooding issues with this area in the past.

Chairman Burk said this idea seems great – we just need to pick the design. He said he'd love to get started with the first mural and then work on finding another location to place an additional mural.

Rabon asked if there is any sort of hidden meaning behind the murals.

Representatives from the WMSCG said there is no hidden meaning behind the murals, but they do put their organization's logo on each mural they do. He said the Authority can help create the design concept for the mural.

Tanner said he thinks Authority should approve enough funding for a mural to be placed on either side of the overpass.

Motion by Tanner, Second by Symuleski, to approve the grant request from ASEZ ("Save the Earth from A to Z") in the amount of up to \$800 for installation of an outdoor mural in Lawton aimed at enhancing public spaces, fostering community pride and reducing crime. **AYE:** Ezerski, Smith, Jackson-Seeley, Symuleski, Tanner, Rabon, Burk. **NAY:** None. **MOTION PASSED.**

- F. Consider approving an amended operating budget for FY 2024-2025 and take action as deemed necessary.

Schlecht provided background information on this item. A copy of the amended operating budget for FY 2024-2025 may be obtained from the City Clerk's Office upon request.

Schlecht noted that she asked for \$100,00 in hotel motel funding for Holiday in the Park, but only \$80,000 was approved. She said the other change was that some language was struck on the 2nd page of the budget.

Motion by Rabon, Second by Jackson-Seeley, to approve an amended operating budget for FY 2024-2025. **AYE:** Ezerski, Smith, Jackson-Seeley, Symuleski, Rabon, Tanner, Burk. **NAY:** None. **MOTION PASSED.**

- G. Consider approving the First Amendment to the Fiscal Year 2024-2025 Agreement for Limited Services between LETA and the City of Lawton and take action as deemed necessary.

Schlecht provided background information on this item. A copy of the First Amendment to the Fiscal Year 2024-2025 Agreement for Limited Services between LETA and the City of Lawton may be obtained from the City Clerk's Office upon request.

Motion by Jackson-Seeley, Second by Rabon, to approve the First Amendment to the Fiscal Year 2024-2025 Agreement for Limited Services between LETA and the City of Lawton. **AYE:** Ezerski, Smith, Jackson-Seeley, Symuleski, Rabon, Tanner, Burk. **NAY:** None. **MOTION PASSED.**

3. Adjournment

Motion by Rabon, Second by Symuleski, to adjourn the September 11, 2024 meeting. **AYE:** Ezerski, Smith, Rabon, Jackson-Seeley, Symuleski, Tanner, Burk. **NAY:** None. ***MOTION PASSED.***

There being no further business, the meeting adjourned at 3:52 P.M.

Exhibit A

PERIOD COVERING 06/12/2024 TO 09/10/2024

VENDOR NAME	ACCOUNT DESC	YEAR	PERICST/AMOUNT	CHECK NO	INVOICE	FULL DESC	INV DATE
BIANCA HANNAH	LETA FREEDOM FESTIVAL	2024	10 P 150.00	3081	LETA/FACE PAINT/4-2	(FF) Refund CK #3073	4/23/2024
LAWRENCE MASSAD	LETA EYECANDY AWARDS	2024	10 P 553.70	3056	09931	Award Winner Gifts	4/12/2024
LIMELIGHT PRODUCTION	H/M FREEDOM FESTIVAL	2024	11 P 54,375.00	3050	268	10th Annual (FF) Deposit	3/11/2024
LIMELIGHT PRODUCTION	H/M FREEDOM FESTIVAL	2024	11 P 54,375.00	3058	269	10th Annual (FF) Deposit	3/11/2024
SKY ELEMENTS LLC	LETA FREEDOM FESTIVAL	2024	11 P 17,145.50	3060	2331	(FF) 10th Annual Drone Dep	6/13/2024
SKY ELEMENTS LLC	H/M FREEDOM FESTIVAL	2024	11 P 2,854.50	3060	2331	(FF) 10th Annual Drone Dep	6/13/2024
WELLS CONSTRUCTION	CHILDREN UNITED	2024	11 P 7,175.00	3047	040224	(CU) LIGHTING/ELECTRICAL/I	4/25/2024
WELLS CONSTRUCTION	CHILDREN UNITED	2024	11 P 9,675.00	3043	040324	PREP FOR PAYGROUND EQUIP	4/25/2024
WELLS CONSTRUCTION	CHILDREN UNITED	2024	11 P 16,560.00	3043	040424	(CU) CONCRETE, TRENCHED,	4/25/2024
WELLS CONSTRUCTION	CHILDREN UNITED	2024	11 P 1,100.00	3047	050124	(CU) SET 11 FENCE POLES	5/20/2024
AMAZON.COM	LETA FREEDOM FESTIVAL	2024	12 P 518.32	100106090	11327191366602616	LETA CREDIT CARD PURCHAS	6/30/2024
AMAZON.COM	LETA FREEDOM FESTIVAL	2024	12 P 259.80	100106091	11353972893577062	LETA CREDIT CARD PURCHAS	6/30/2024
BEDROCK NURSERY INC	LETA BEAUTIFICATION PROJ	2024	12 P 4,828.98	3063	3844	2nd/3rd Gore Island Restore	6/27/2024
FORT SILL MWR FUND	LETA FREEDOM FESTIVAL	2024	12 P 2,500.00	3054	MAY 2024	(FF) 10th Annual Bounce Hou	5/14/2024
GILLS CUSTOM FRAMING	CULTURAL PRESERVATION	2024	12 P 4,164.75	3055	GILLS 6-13-24	(CP) Refurbish Miss Lawton f	6/13/2024
HENDERHAN RECOGNITIO	LETA FREEDOM FESTIVAL	2024	12 P 322.00	100106095	46916/62624	(FF) 10TH ANNUAL AWARD &	6/26/2024
LAWTON LODGING, LLC	LETA FREEDOM FESTIVAL	2024	12 P 168.26	118708	3533286041	10th Annual Limelight Room	6/30/2024
LAWTON LODGING, LLC	LETA FREEDOM FESTIVAL	2024	12 P 481.28	118706	3533866098	10th Annual Limelight Room	6/30/2024
LAWTON LODGING, LLC	LETA FREEDOM FESTIVAL	2024	12 P 481.28	118705	3534790502	10th Annual Limelight Room	6/30/2024
LAWTON LODGING, LLC	LETA FREEDOM FESTIVAL	2024	12 P 481.28	118707	3535129159	10th Annual Limelight Room	6/30/2024
META PLATFORMS	LETA FREEDOM FESTIVAL	2024	12 P 31.80	100106094	B374P34PB2	10TH ANNUAL (FF) ADVERTIS	6/30/2024
META PLATFORMS	LETA FREEDOM FESTIVAL	2024	12 P 75.00	100106093	JT4T93GPB2	10TH ANNUAL (FF) ADVERTIS	6/28/2024
META PLATFORMS	LETA FREEDOM FESTIVAL	2024	12 P 75.00	100106092	UYF5A68PB2	10TH ANNUAL (FF) ADVERTIS	6/26/2024
MIKAYLA HANKINS	LETA FREEDOM FESTIVAL	2024	12 P 3,100.00	3061	62824PP	(FF) 10TH ANNUAL PRINCESS	6/24/2024
PRETTY TOUGH DAMSEL	LETA FREEDOM FESTIVAL	2024	12 P 150.00	3062	FREEDOM FEST 5/24	(FF) 10th Annual Refund Ven	5/24/2024
SAMS'S EAST INC	LETA FREEDOM FESTIVAL	2024	12 P 257.02	118709	836207	10th Annual Limelight Room	6/30/2024
SKY ELEMENTS LLC	H/M FREEDOM FESTIVAL	2024	12 P 1,700.00	3059	2330A	(FF) 10th Annual Drone Dep	6/13/2024
SULLIVAN'S GRADING	LETA Grants	2024	12 P 5,879.19	3052	2909	(CU) SOD & INSTALLATION	5/6/2024
SULLIVAN'S GRADING	CHILDREN UNITED	2024	12 P 100.81	3052	2909	(CU) SOD & INSTALLATION	5/6/2024
WELLS CONSTRUCTION	CHILDREN UNITED	2024	12 P 1,500.00	3053	040524	(CU) Footing/stonework for f	4/25/2024