

AGENDA
LAWTON ENHANCEMENT TRUST AUTHORITY
CITY HALL- 3rd FLOOR CONFERENCE ROOM
WEDNESDAY SEPTEMBER 14, 2022– 3:00 P.M.

MEETING CALLED TO ORDER

ROLL CALL

BUSINESS ITEMS:

1. Reports

- A. Receive a report from Dennis Totte with Bedrock Nursery regarding current landscaping and irrigation projects and provide direction to Mr. Totte on current projects.
- B. Receive a report from Neighborhood Services regarding monthly updates on dilapidation declarations, nuisance abatements, and the annual Trash-Off event.
- C. Consider approving submitted materials for payment.
- D. Consider approving the monthly Treasurer Report.
- E. Receive a report from the Cultural Preservation Committee regarding monthly updates.
- F. Receive a report from Children United regarding the accessibility playground in Elmer Thomas Park and make recommendations to City Council as appropriate.
- G. Receive a report from Parks and Recreation regarding departmental projects and monthly updates.
- H. Receive a report from the Communications and Marketing Department regarding LETA's social media accounts and publicity projects and provide direction to staff on said projects.
- I. Receive Monthly Ward Update from Trustees.
- J. Receive a report from the Planning Department regarding ongoing LETA projects.

2. New Business

- A. Consider approving the minutes of the August 10, 2022 meeting.
- B. Consider approving a modified budget for FY 22-23.
- C. Consider approving a Limited Services Agreement between LETA and City of Lawton for FY 22-23.
- D. Discuss the status of the Veteran's Center Sidewalk Brick Project.
- E. Discuss the planning of the Eye Candy Gala and receive updates from the Eye Candy Gala committee.
- F. Accept nominations and select Yard of the Month for September. (Previous winners in Wards 1, 7, and 2 winners in 6).

3. Discussion

4. Adjournment

"The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if interpreters for the deaf (signing) is not the necessary accommodation."

**MEETING OF THE
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM
CITY HALL
212 SW 9th STREET
AUGUST 10, 2022**

Chairman Burk called the meeting to order at 3:32 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; Mary Ann Hankins, Lou McConnell; Addie Smith; Dwight Tanner; Annette Wiseman-Vaughan

ABSENT: Barry Ezerski; Katie Jackson-Seeley; Kerry Sweeney; Ted Symuleski

OTHER PRESENT: Charlotte Brown, License & Permits; Greg Gibson, City Attorney's Office; Dewayne Burk, City Manager's Office; Michael Cleghorn, City Manager; Donalynn Blazek-Scherler, City Clerk's Office; Christine James, Parks & Recreation

BUSINESS ITEMS:

1. Reports

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

Chairman Burk stated Totte was not able to attend, but everything is going great and there is nothing to report.

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

Bowen was not able to attend. Brown stated Neighborhood Services sent out 800 notices last month and there are currently 60 properties slated for the upcoming D&D meeting. Brown also stated that the Super 9 Motel has been torn down as a voluntary owner demo.

Chairman Burk explained that Mathis Brothers will be bringing their business to Lawton, but they requested that area of town be cleaned up before they start building. There has been great improvement made including the demolition of the Super 9 and the demolition of Wolverton's.

Brown stated the Phillips 66 may be coming down as well.

Gibson stated there will not be 60 properties on the D&D meeting. There have been

some properties removed.

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

Schlecht presented the following invoices for payment from July 2022 to August 10, 2022:

Dues and Memberships: Keep Oklahoma Beautiful- \$200.00
LETA Beautification Projects: Kimley-Horn- \$5,800.00
LETA Sidewalk Projects (MM): City of Lawton- \$1,087,034.13
Freedom Festival: ARA Equipment Rentals- \$4,005.00; Lawton Newspaper LLC- \$510.00; Herc Rentals Inc- \$2,039.60; Triangle Security- \$880.00; Randi Porter- \$154.00; Terry Lowe- \$195.00; Kevin Lowes- \$195.00; Rooney LLC- \$1,000.00; Ann D Reeder- \$154.00; Cal's Convenience Inc- \$50.53; Fort Sill MWR Fund- \$2,500.00, and Magnum Foods Inc- \$111.73

Motion by Wiseman-Vaughan, **Second** by Smith, to approve the presented invoices. **AYE:** Hankins, McConnell, Smith, Tanner, Wiseman-Vaughan, Burk **NAY:** None. ***MOTION PASSED.***
**See Note in Item D.

- D. Receive Treasurer Report and take action if necessary

Chairman Burk stated our Hotel/Motel money was cut. We asked for 7 percent, we used to get 6 percent, and now we get 5 ½ percent. We are at the end of the year. Have we applied to get the remaining money from the 6 percent?

Schlecht explained it will be part of the budget amendment that LETA will do at the next meeting. She stated she does have it listed already on the financial statement, so you can see the FY 21 hotel carryover and FY 22 hotel carryover. Schlecht stated we will do that all on one budget amendment, and then she will work with Kristen Huntley (probably in December so she can get through audit) to do the budget amendment through the City.

Chairman Burk explained that we project what we think Hotel/Motel will be every year. For example, if we say its \$1 million and we get 6 percent, we use that as our budget. If the money comes in and we actually get \$1.4 million, we still get 6 percent of the additional \$400,000.00. We just have to make sure we go back and ask for that additional money every year through a budget amendment.

Chairman Burk stated one of the very first projects he would like to get done that shows on the Balance Sheet is the Veterans' Center Sidewalk Brick Project on the East side. He stated we have some areas where we have allocated where the bricks will go, and we have some regular placeholder bricks down already. We have a bunch of people who have already donated to have names put on these bricks, so we probably need to get going on that. Chairman Burk requested that Blazek-Scherler find a list of donors. He stated we also have to pull up the different size bricks and get those

ordered. We only stopped pushing that forward because of COVID. I think we should have enough for about 10 of the concrete pads that are spaced out. The temporary bricks are just in sand, so all we have to do is take those out and put the new brick in.

Wiseman-Vaughan asked if this is at the Veterans' Center on Flowermound.

Chairman Burk stated yes, all the way around. It is our hope that one day all of the bricks will have a name on it.

Tanner asked if the bricks are still being sold.

Chairman Burk stated yes, we are still selling them.

Tanner asked if there is a price list.

Chairman Burk stated yes, we probably need to get that list back out and do it again.

Wiseman-Vaughan stated that would be a great thing to put on social media.

Chairman Burk stated we need to look at the price list to update it with current prices. We have \$60,000.00 from the Apache's because I met with the Chairman and asked for a donation. If you just ask people, they will give it to you, especially if it is for a good cause. The Apache's wanted a big brick put in going out towards their casino saying they made a large donation.

Wiseman-Vaughan stated she didn't know anything about this project. She is in several groups with veterans that would surely donate if the word was put out. She stated it would be good to put more information out about this.

Chairman Burk stated we just hit a snag when we got to COVID. It was going very strong, and we had several donations made.

Tanner stated just get me a price list and I'll pass it around.

Wiseman-Vaughan stated she would love to help as well.

Chairman Burk stated LETA was also going to donate so much every year for the people living there that don't have any family.

D Burk asked if LETA has its own Facebook and if they have ever done a Go-Fund-Me account.

Chairman Burk stated LETA does have its own Facebook account, but he couldn't recall doing anything with Go-Fund-Me.

Brown stated we've done it a couple of times, and Children United uses it. We will occasionally get a random check in from them.

D Burk stated that is the point of it. It's a good solicitation for anyone that sees it and wants to donate money.

Chairman Burk stated a lot of organization use our name because we are a 501C-3. We are okay with that and so is legal. For example, Children United uses LETA's name, and we receive all the funding. They are pushing a lot of their projects right now and receiving a lot of deposits from Go-Fund-Me.

D Burk stated we could create links for the City's webpage. All the projects could be listed together with links to donate to specific projects.

Chairman Burk stated that could be used for the East side splashpad, or basketball courts. I'm just giving some examples here. It could be used for anything. I know we have someone willing to donate \$40,000.00 for a dog park on the East side. We probably need to meet about that because we have a plan kind of sketched out already. It's not going to be nearly as big as the other one, but someone is willing to sponsor it. We have some pretty cool ideas for that park over there, and now that Councilman Jackson's name is on it, it would be really nice to get these things done for him. We were going to move that playground from where it's at now, and that was where the splashpad was going to go. Chairman Burk told D Burk we need to meet about what we have sketched out. It's pretty basic, but we had the splashpad guys help us out while they were here to decide what would be cool there.

Moving on, Chairman Burk pointed out the Playground in the Park fund on the Balance Sheet. He stated those are restricted funds just in case we have some sort of expense for that. It used to have \$50,000.00 so we need to have some sort of fundraiser before we run out of money. He also stated the skate park has almost \$31,000.00 in it, and that does not include any of the money coming from City National Bank. Chairman Burk continued to review some of the other restricted funds listed on the Balance Sheet. He stated the Downtown Park is money that was donated for a pocket park at 2nd and C Avenue. The design is already done, and it's beautiful. It would be a place for people to stop and get water while they are biking, and there is a mound. It would be a place for people to stop, get a drink of water, and look at the map to find the next connecting route.

Chairman Burk stated we are holding off on the Downtown lights project until we figure out what's going on Downtown and what's happening with FISTA. He stated he has already spoken with the FISTA folks about this.

D Burk asked if we already have the lights.

Chairman Burk stated yes. I just don't want to do anything and then have to tear it back down.

Wiseman-Vaughan asked if we are going to do the bike repair stations at Elmer Thomas Park.

Brown stated there is one at 38th.

Chairman Burk stated he has seen a few of them.

Wiseman-Vaughan stated that would be a good post for social media.

Chairman Burk stated the \$46,000.00 in the 2nd Street Project fund is only to be used for beautification along 2nd Street. We use it for things like broken pots. It is money that was left over from the contract because it wasn't finished, and we sued them. It is restricted funds that can only be used on 2nd Street.

Chairman Burk pointed out the committed funds for Children United, Freedom Fest, and Holiday in the Park. He told D Burk you can see we keep money for a lot of different people, so it can get a little muddled up at times but thank goodness we have someone who know how to take care of it.

Blazek-Scherler stated the invoices still need to be approved.

*** NOTE: The invoices were not voted on during item 1C. The board went back at this time and voted.

Schlecht presented the Balance Sheet, Profit and Loss Statement, Income and Expense Tracker, and LETA Projects Pending through July 31, 2022. This report is available in the City Clerk's Office.

Schlecht noted a \$6,000.00 decrease in the Beautification Fund, a \$31,389.00 increase in the Hotel/Motel Tax Fund, and a net \$8,837.46 left in the Freedom Festival Fund. She stated Freedom Fest had several expenses, but they also received several donations at the end that went right back into that account, and they ended up ahead.

Chairman Burk stated that was the best festival he has ever seen. They had all kinds of things to do, and it was just plain fun. It was a great step in the right direction.

Schlecht stated the new accounting system separates out grants, so each grant will now be its own line item on the Balance Sheet. It is a bit of work to get it all into the system, but it keeps everything nice and tidy for gathering information and answering questions. She has also added a line item for Local Grants to show revenue coming in.

Moving on the Accounts Receivable, Schlecht stated she still hasn't received the \$6,000.00 check from Holiday in the Park.

Chairman Burk stated he spoke with her already, but he will call again right after the meeting.

Schlecht stated the Hotel/Motel Tax Receivable shows the carry over from FY 2021 and 2022.

Chairman Burk stated he only has a few months left on Council and would like to say that Hotel/Motel Tax is our bread and butter. If we allow Hotel/Motel to be cut any more, you might as well just stop having LETA. You won't have any money left to keep doing projects annually. It's huge, and it means everything to us. I can't tell you how angry I am that we've let it get cut again. We're constantly getting that funding cut, and we have to go to our Council members to tell them how much LETA does.

Chairman Burk stated D Burk has probably never seen any of this before; a lot of people don't know how much we do and how many people we help. \$138,000.00 budgeted from Hotel/Motel tax is a joke. That's maybe two projects, and then you're out of money. You have to get Council to understand what LETA does and how we spend that money. Chairman Burk asked D Burk if the City of Lawton has received any recent donations.

D Burk stated no.

Chairman Burk asked D Burk if the City of Lawton has received money from the McMahon Foundation.

D Burk stated no.

Chairman Burk stated and they won't. They write those checks to LETA. They all do, and they all ask him to accept funds from them. He stated that is because he and Richard would send them projects, like things from the Boy and Girl Scouts, at the end of their fiscal year. McMahon will not and cannot write checks to the City of Lawton because McMahon is a 501C-3, so they can't give money to a municipality. Chairman Burk also stated LETA got the money for all the windows in City Hall because they are a 501C-3, and they were the only ones that could get the grant.

Chairman Burk stated he wants Council to understand that LETA doesn't care about taking anything over; he just wants Lawton to be a better place to live and provide a better quality of life for the citizens. LETA has led the way on that. For the past 15 years, LETA has been getting Lawton cleaned up, getting the trash out of the roads, and stopping things like the lawn mowers lined up on 11th Street. He stated that Sheridan Road is a perfect example. LETA did some of the medians and he and Bedrock both donated to landscape the rest of the medians. Then, they built a brand-new Sonic that is landscaped all the way around. Guess where the landscaping for that came from? LETA! No, we didn't pay for the landscaping, but we made the rules because there were none. Chairman Burk then stated all he is saying is the LETA has done all these things over the past 15 years; we've done a lot, and I just don't want to see LETA go away. Even when I go away; this should be a forever thing. As we all leave and are replaced by other people, they have to have funding.

Motion by Wiseman-Vaughan, **Second** by Smith, to accept the Financial Report as of July 31, 2022 as presented. **AYE:** Hankins, McConnell, Smith, Tanner, Burk, Wiseman-Vaughan. **NAY:** None. ***MOTION PASSED.***

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

Chairman Burk gave Poudrier's report. He stated they have identified some potential areas in City Hall to hang some of the City's art collection. Richard Rogalski and Councilman Hampton have both declared that Lawton currently meets the requirements to become a Certified Local Government and CPC is working on scheduling a time for a SHPO representative to visit Lawton. Kristin Herr, the Library Director, did a presentation on Oklahoma Heritage Grant for Talking Trail Proposal. He stated this is a way to preserve the history of Lawton by using QR at different local historic sites. There is a possibility of a team from National Register coming to Lawton to view different historical sites.

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

Chairman Burk stated he met with Max Sasseen and received updates on the playground. They are moving forward with planning and design. Sasseen needs LETA's and the City's backing to continue work, and it is very important that LETA provides that. Chairman Burk stated Sasseen built the first park and doesn't ask for much. Last time, LETA did the fencing and the landscaping, and that is the kind of support he will need for this as well. Chairman Burk has already contacted the Shade Trees Over Playgrounds (STOP) Program, and they are willing to give 100 new trees if a sprinkler is installed. Chairman Burk stated that can easily be done because there is already a line at the top of the hill.

D Burk asked where the playground is going.

Chairman Burk stated it will be in the area that it was initially intended to go when Joe Chesko presented it to Council. There was discussion of putting it in the parking lot, but that plan was nixed because parents park there to watch their kids play. The original location was approved by Council already, and after speaking with Max Sasseen, it doesn't look like we will need as much fill there as we initially thought.

D. Burk asked if this location was to the West of the existing playground.

Chairman Burk stated yes, Sasseen has Lester working on that.

D. Burk requested a copy of that be provided to him because Parks and Rec is working on the Elmer Thomas Park Master Plan.

Chairman Burk stated he will also get plans for the skatepark that will be in Elmer Thomas Park since there is already a large donation from City National Bank allocated in LETA's budget. He stated the skatepark will be located on the far West end by the Miracle Field on the other end of the butterfly garden. The design is already completed, meetings with community members have taken place, and LETA has around 40 or 50-thousand dollars in an account for this.

D. Burk asked where he can get this information on this because he has nothing.

Chairman Burk stated he will get it to D. Burk. He assumed D. Burk already had all of this.

D. Burk stated he has nothing. He drove out where the accessible playground is supposed to be built and thought there is no way it can go there with the amount of excavating that will need to be done.

Chairman Burk stated Max Sasseen met out there with all his people, and he directed Max to move forward with what he has.

D. Burk stated there is a way to do it, but the question is how much of your money are you going to spend on that.

Chairman Burk stated we have had a lot of people say they will donate the dirt. We had to build up the current playground as well because it fell off a lot too. It went down to where the sidewalk is. All the trees around that sidewalk were provided by Shade Trees Over Playgrounds, and all we had to do was put three shade trees over the playground to qualify for that program. The STOP program will also work for the accessible playground as well; we just have to put the trees outside the fence.

D. Burk stated you are the ones that planted the trees that are tearing up the shade sails. The trees are growing through the shades.

Chairman Burk stated you can't take those out.

D. Burk stated you have to make a decision: do you want the trees or the shades?

Chairman Burk stated I want both. You may have to top the trees off. The idea was to have shade by natural means. This is the state that wants it done that way. They don't want the sails.

D. Burk stated the sails are extremely expensive to repair.

Chairman Burk stated I know. Probably what we should have done was find a tree that doesn't get as big. I didn't think these ones would be as big as they are. There were originally five trees there, but we lost two of them.

Wiseman-Vaughan stated the Oklahoma wind tears up the trees and the sails.

Chairman Burk stated Max Sasseen got with the people who are doing the padding for the surface of the playground. It is not going to be an expensive piece like we thought it was going to be. He also stated we want this to be a replica of the existing playground; we don't want the handicap children to think they are getting anything less. That's where all that got started. It will be almost an exact replica of what we

already have there. We also want one end of the playground to open up to the accessible playground so all the children can play together. Max Sasseen has been given the go ahead to continue with what he is doing, and he has already been working with Lester and Stacy Sharp to get everything drafted.

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

D. Burk stated City Council has approved a request for Parks and Rec to contract out or outsource some of the upkeep. We're looking at contracting out some of the work at the community center. We have some really good quotes back; I don't think we could do it for as cheap as what they are quoting us. There is an item later on in the agenda to talk about some landscaping and irrigation we want to get done, and hopefully LETA can help with that. We have the ability now to increase some of the park staffing to try to get caught up. The thing that we noticed while driving around town and looking at the parks is that the workload that we have for the number of people that we utilize doesn't do the parks any justice. If we want to weed eat, edge, and mow them every week, we can't do that many acres with 14 people. The master plan provided us enough information to note that, and thankfully Council got behind us on that. We are making strides. If you go by Lake Helen, we took out all the dead trees on the North side. I know the cat tails don't look the greatest and they limit access to the lake. At some point, we will have to look at what we want to do with that. We also want to complete the trail around the lake. We found out at the last Council meeting that there is an 80/20 grant available.

D Burk stated the memorials are making progress. The 9/11 memorial will be placed in front of the Public Safety Facility, and the USS Oklahoma City and Gold Star Memorials will be going on Memorial Way. We are planning on name that area around the East side of Lake Helen after the memorials. That area is a quiet area away from all the activity.

Chairman Burk stated that was how we planned it. You already have the tank and the Korean War Memorial over that way, so it makes sense for it to keep progressing in that direction. We've also been able to get people to help us. For example, the Korean War Memorial people maintain their area.

D. Burk stated the Veterans' Council was initially upset, but after he met with them, he really got behind what they were trying to do. He stated Council has bought into it, we already have the first couple, and we will probably get more as we go. Also, the Boy Scouts and Girl Scouts are always looking for projects, and that's a really good way to enhance the park.

Chairman Burk discussed the existing structures in the park including the Patriot Pavilion, the Holiday House, and the landscaped splashpads. He stated we need a splashpad like one he saw in Edmond on the East side or West side of Lawton. He also discussed how McMahon provided the bathrooms by the playground.

D. Burk talked about the addition of the amphitheater and the Elmer Thomas Master Plan. He expressed his excitement about having the funding to make the parks better.

Chairman Burk stated LETA has a playground fund. That money has been used in the past for maintenance and repairs. He stated it is important to have a fund available for

upkeep of everything that is put in it. Chairman Burk explained how LETA worked with other organizations in the past to do things like staining the fence and painting the Holiday House. He also said LETA has a design already for the sidewalk in Elmer Thomas Park and both bridges have been purchased.

D. Burk stated the Armory dome should be repainted by LETA's next meeting.

Wiseman-Vaughan asked if the Armory is going to be used for something.

D. Burk stated it has been identified as a potential location for LCT. There is a lot of work that needs to be done before that can happen, though. The office area needs a new roof. For now, they will just strip and repaint the dome since it is visible, and they are discussing doing something with the chain link fence that goes around it.

Hankins stated the area around the Boy Scout building doesn't look very good.

D. Burk stated we just got a new mower with a sidearm that might be able to take care of that. He's also seen remote control mowers that he is interested in to mow big embankments.

Chairman Burk stated we need one of the trimmers that can cut back trees from the side of the road.

D. Burk stated that supposedly, this mower will do that.

Chairman Burk stated the Boy Scout building has a lot of dead trees that LETA can't help them with because their funds come from Hotel/Motel money, and it must be used for rights-of-way, medians, and parks. He stated maybe we can help them take them down.

Chairman Burk stated Parks and Rec is a very big part of what we do, and he wants to make sure Christie James stays involved. It's important to have someone from Parks and Rec in the room because that's how we can help. They have to come and talk to us about what issues they're having.

Wiseman-Vaughan stated her sorority provided the yellow roses for the horseshoe by the big flagpole. They paid for them at Lowe's, and the City picked them up and planted them. She stated it is funny how things come full circle like that.

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

Chairman Burk stated he would like for Caitlin Gatlin to attend LETA meetings.

Blazek-Scherler stated she would be at the meetings, but today she is working with the film crew for the International City Managers' group.

Chairman Burk stated the Yard of the Month posts really pick up a lot of traction, and LETA's Facebook page is full of a lot of positivity. He told D. Burk to send over anything he would like posted on the City's behalf.

D. Burk asked if Gatlin does the posting for LETA.

Chairman Burk stated yes, she does.

D. Burk stated the City is looking at bringing back Adopt-a-Park, and he would like to post that on LETA's Facebook page once it gets started.

Chairman Burk stated LETA did Adopt-a-Park but never had the City's backing. We ran into problems with it because people were requesting new playground equipment, and all LETA could do was take down the broken equipment without replacing it. He stated we had 7 or 8 groups that would mow, weed eat, and pick up the trash. The park in MacArthur Park is still being taken care of. We put up signs that show the park was adopted, and LETA's Facebook could be used for recognition. Chairman Burk also stated the parks that are adopted need to be handicap accessible to a certain point. It wouldn't have to be the entire park, but we do need maybe a 10 x 10 concrete pad accessible from the curb for people to sit and watch their kids or grandkids play. Chairman Burk stated LETA got so much grief over the playgrounds being in disarray that they stopped the program.

D. Burk stated he hopes to attract some businesses and advertise with a sign that says, "This park was adopted by" and the business name.

Chairman Burk stated we did the medians and streets as well. We had people adopt them. MacArthur High School ROTC still does the entire road on 45th. They pick up trash, pile it up, and call the City to haul it off.

Chairman Burk stated we will help in any way we can. We funded it, and we provided the signs. The Parks and Rec Department actually made some of the signs in the sign department. We're happy to help do that and purchase materials; you just have to let us know.

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

No reports given.

J. Receive a report from staff regarding ongoing LETA projects and take action if necessary.

Brown stated the only one she knows of is the City Hall Lighting Project. She stated Richard got the plans.

D. Burk asked if she was talking about the upgrade.

Chairman Burk stated it is the lighting of the dome and three sides of up-lighting around the building.

D. Burk asked if there was discussion about having that done as part of the

renovations.

Chairman Burk stated yes, and they were going to do it first. They were going to hire an electrical contractor now since it doesn't have to go through the bidding process.

Brown stated we are not going to require a permit since it is just electrical. We will do inspections as we go.

Chairman Burk stated it will be LED lights so we can change the color if we want to. McMahon was concerned we hadn't spent the money they gave us for it yet, and we really want to keep them happy. He stated he sent them a letter explaining that we are trying to do it as economically and nicely as possible, so the money is spent in the right way. They wrote back and stated LETA always spends the money right and that's why they get it.

Hankins stated she and Ron Jarvis wrote the original letter.

Chairman Burk stated we realized it was an issue when we saw the building at night. It really needs lights.

D. Burk stated we could do the color changing lights.

Chairman Burk stated that is the plan, but we want the color change to be tasteful, not nauseating.

Schlecht stated she understands the lighting will be done as part of the 3rd floor construction project. She asked that the bills for the lighting are made out to LETA so she can pay them out of the grant fund.

D. Burk stated he doesn't have confirmation that it will be done as part of the renovations. He recalls that be discussed, but also stated it may be faster to do it by itself.

Chairman Burk stated they were just going to get it designed, and then hire an electrician to do it. We are just using their services since we already have a contract with them.

D. Burk stated okay, so it's together but kind of separate, and you need the bills to come to LETA.

Schlecht stated as long as it says LETA somewhere on it, even in the address, she can get it paid.

Chairman Burk stated we don't know the amount on it yet. He may have to go back to McMahon and ask for more.

2. New Business

A. Consider approving the minutes of the July 13, 2022 meeting.

Motion by Wiseman-Vaughan, **Second** by Smith, to approve the minutes of July 13, 2022. **AYE:** McConnell, Smith, Tanner, Burk, Wiseman-Vaughan, Hankins. **NAY:** None. **MOTION PASSED.**

~~B. Consider approving a Limited Services Agreement and modified budget for FY 2022-2023.~~

STRICKEN

C. Receive a request from the Parks and Rec Department in the amount of \$45,000.00 for the beautification of three recreational centers and take action if necessary.

D Burk stated we are getting ready to contract out or outsource the mowing and exterior of the facilities. This request would allow us to install an irrigation system around the facilities as well as doing landscaping. Once we get that done, we'll get a contractor to come in and maintain it properly. He stated we do have someone in house that knows how to install irrigation systems, so it is our intention to buy the materials with this money and install it in house. That should help cut down on some of the costs.

Wiseman-Vaughan asked what are the three recreation centers that you're speaking of.

D Burk stated you have the HC King Center, the Patterson Center, and the Owen Multi-Purpose Center. He said he toured the Patterson Center and could tell these centers really need some love. The HC King Center is one beautiful facility that has just not been maintained, and we are working on that. We redid the parking lot and put a new sign up to spruce up the exterior, but no matter what you do, if you don't take care of the yard, it's going to look like crud.

Wiseman-Vaughan asked if all three centers are still functioning and if kids are still going there. She also asked if there is still a feeding program in any of them.

D Burk stated he knows there is a summer feeding program. Currently, we are in a process with Housing where they are going to give us \$40,000.00 to redo the kitchen in the HC King Center so we can get that back up and running. We are having to go back out for bids on that, though, because the gentleman that we awarded it to put it on a shelf. We sent him notice to start, but he didn't, so now we have to go back out to bid. He stated we received grant money through Housing to get this done. We are looking at a complete project at the Patterson Center. D Burk reviewed all the work that needs to be done in the facility.

Wiseman-Vaughan asked which facility is located by the new Public Safety Facility.

D Burk stated that's Patterson.

Hankins stated they had a sign out that said they do a feeding program there.

D Burk stated they do. They also do the Juneteenth celebration. The recreation supervisor that oversees that facility has asked us if at some point we could do a wrought iron fence, but we want to wait until the interior is done. D Burk listed all the issues inside the facility.

Wiseman-Vaughan asked if D Burk was talking about HC King or Patterson.

D Burk stated Patterson. HC King has a lot of volunteers, so we're trying to do a lot of the work in house with the volunteers.

Chairman Burk asked for any thoughts.

Wiseman-Vaughan stated so we would be accepting a request for \$45,000.00.

Chairman Burk stated yes.

Tanner asked where the money would be coming from.

Chairman Burk stated it would be a grant award. If you look under grant awards, we have \$100,000.00 remaining in that budget for the whole year. That will cut us down to \$55,000.00 for the remainder of the year.

Schlecht stated you have to remember that is based off of the \$138,000.00 that we were talking about. That was the higher percentage.

Chairman Burk stated herein lies the problem.

Hankins stated there's never enough money.

Tanner asked if that's based off of estimates.

D Burk stated that's what they are projecting it would cost.

Chairman Burk asked can we get two estimates. We use Bedrock because we have a contract with them, and they have a list of plantings that the City and LETA both use that contract price for. We have to have two estimates.

D Burk stated Bedrock gave us a quote for the upkeep of those facilities, and they were considerably higher.

Chairman Burk stated he was too busy to do them. He didn't want them. He has different groups that do the landscaping, sprinklers, and mowing. The mowing people are overwhelmed.

Tanner stated he is trying to get some clarification. Is the \$45,000.00 for ongoing maintenance?

D Burk stated no, it's to install irrigation and landscaping. The upkeep will be done through the new contractor that we will be hiring to do the maintenance.

Tanner asked if the City will be hiring the contractor.

D Burk stated yes. The quotes that we got for the maintenance did not include installation of the irrigation and landscaping. This \$45,000.00 would be to fund the installation, and then it would be a separate contract to maintain it.

Wiseman-Vaughan stated that would be about \$15,000.00 per a facility and asked what we paid for the Farmer's Market.

Chairman Burk stated Legal and I don't know if we can approve this without the estimates in hand because of the amount. I'd like to table this until the next meeting so we can get some estimates. He stated I don't care who you use, but I would like to see an estimate from Bedrock because that is our agreement with him.

Hankins stated Wiseman-Vaughan was asking about what bartering was done with the Farmer's Market. We advanced them a certain amount of money so they would be able to have a plan. We weren't out as much as we thought, right?

Wiseman-Vaughan stated she was asking about the landscaping because she remembers at the last minute, we needed to do some landscaping over there.

Chairman Burk stated we did. I think we promised them \$25,000.00, but we ended up paying \$60,000.00. They had zero money for landscaping at the Farmer's Market, so all that landscaping was done by LETA. That's why they are putting a LETA bench out front and putting our name on the plaque outside the building. He stated anyway, all I'm saying is Legal and I both want to make sure we are doing this the correct way, so I'd say we need to get two estimates. I'd like to see an estimate from Bedrock that uses our contract pricing.

D Burk stated that means they would be projecting what it would cost for the install, but we are doing that in house.

Chairman Burk stated he would ask how much it would be for just the material. He has a nursery, so he sells the plants. I'm sure he would be willing to sell just the plants.

Tanner asked if the \$45,000.00 is just to cover the materials.

D Burk stated no, we would be paying someone to do the landscaping, but we would install the irrigation.

McConnell stated you were talking about the buildings being in bad shape as well. Is the \$45,000.00 just the landscaping?

D Burk stated this is just the landscaping.

Chairman Burk stated I would also like to have a sketch of what we're going to do and how far out it's going to go. LETA is pretty particular. We don't like a little bit of ugly. We want a whole lot of pretty.

Hankins stated we lost some landscaping because it wasn't kept up.

Chairman Burk stated we would rather spend extra money to have it done just right. We are the "wow" crew. We want people to walk up to those buildings and say, "Wow!".

D Burk stated the only way you are going to get "wow" out of the Patterson Center is to do a complete overhaul of the entire outside of that building. There's no grass anywhere around it. It's all just dirt.

Chairman Burk stated I'm talking about the flowerbeds. We'll take care of the flowerbeds, and you can worry about the dirt. I would like to have an entire design made, and Bedrock will do them for us. Dennis can go out there with you to show you what to put where and what types of plants will do best in that location.

Wiseman-Vaughan stated that will make it a lot easier to make a decision.

D Burk stated it will probably cost more to do Patterson than HC King or Owens because we'll have to bring in sod and all of that.

Smith stated the Patterson Center has a basketball court to the West side. The plants and stuff are going to get trampled down. There is no way to protect plants that are close to a basketball court.

D Burk stated we're just talking about doing the front of the facility.

Smith stated there is a fenced-in area that kids utilize. It's a great idea, but if you look at that building you will see how open it is to the street and anybody walking by. The kids go over there to play after it is closed. What are they going to do? How are they supposed to play around the plants? Some of these kids are aggressive, and some of these kids are adults over there playing basketball.

Hankins stated we do want them over there playing.

Chairman Burk stated well let's just get some ideas together and table this until the next meeting.

Motion by Wiseman-Vaughan, Second by Hankins, to table receiving a request from the Parks

and Rec Department in the amount of \$45,000.00 for the beautification of three recreational centers. **AYE:** Tanner, Burk, Hankins, McConnell, Smith, Wiseman-Vaughan. **NAY:** None. **MOTION PASSED.**

***See note at the end of Item 2E.

D. Discuss the Eye Candy Gala and take action if necessary.

Chairman Burk asked that this be moved to the next meeting.

Motion by Wiseman-Vaughan, Second by Hankins, to table the discussion on the Eye Candy Gala until the next meeting. **AYE:** Tanner, Burk, Hankins, McConnell, Wiseman-Vaughan, Smith **NAY:** None. **MOTION PASSED.**

***See note at the end of Item 2E.

E. Consider accepting a grant from the McMahon Foundation in the amount of \$125,000.00 on behalf of Children United to assist in funding the building of a playground for developmentally disabled children and adults.

Chairman Burk stated this is one of the ones we wrote to them at the end of their fiscal year. They called me and asked for projects because they had extra funding, so this one and the next one are the ones I gave to them.

Motion by Wiseman-Vaughan, Second by Hankins, to approve accepting a grant from the McMahon Foundation in the amount of \$125,000.00 on behalf of Children United to assist in funding the building of a playground for developmentally disabled children and adults. **AYE:** Smith, Tanner, Burk, Hankins, McConnell, Wiseman-Vaughan. **NAY:** None. **MOTION PASSED.**

D Burk called for a point of order. He asked if the Eye Candy Gala is being stricken or tabled until the next meeting because he did not here a motion to table it.

Chairman Burk asked Hankins if she wants to strike it or table it.

Hankins stated whatever is easiest.

Chairman Burk stated let's just table it to the next meeting. We just don't have time to talk about it today.

***NOTE: At this point, the board voted to table Items 2C and 2D.

F. Consider accepting a grant from the McMahon Foundation in the amount of \$32,000.00 on behalf of Matthew Aguilar to assist in funding an Eagle Scout project to create a memorial display consisting of artifacts from the USS Oklahoma City, a US Naval Submarine, in Elmer Thomas Park.

Motion by Wiseman-Vaughan, Second by Hankins, to accept a grant from the McMahon

Foundation in the amount of \$32,000.00 on behalf of Matthew Aguilar to assist in funding an Eagle Scout project to create a memorial display consisting of artifacts from the USS Oklahoma City, a US Naval Submarine, in Elmer Thomas Park. **AYE:** Tanner, Wiseman-Vaughan, Burk, Hankins, McConnell, Smith **NAY:** None. **MOTION PASSED.**

- G.** Discuss the Shepler Park Project to include LETA's role in fundraising, purchasing a sign with the approved concept design to be placed in Shepler Park, and the formation of a fundraising subcommittee and take action if necessary.

Chairman Burk stated he believes putting up signage since we have the conceptual design is key. The sign should include a QR code that people can scan to donate. We also need to start coming up with some fundraising ideas and events. We've talked about maybe doing a karaoke event at the Apache Casino. If we could raise \$100,000.00 off that, that would be amazing. The projected price to complete the park the way we want is about \$1.8 million.

The trustees discussed selecting members for the fundraising subcommittee. Chairman Burk stated he will appoint himself, Ezerski, Sweeney, Jackson-Seeley, and Tanner to the fundraising subcommittee.

Chairman Burk reviewed the available quotes from Arrow Sign and FastSign for the design and installation of the fundraising sign in Shepler Park. He stated Arrow sign is obviously the cheaper of the two. He asked if the quote is for just one sign.

Blazek-Scherler stated yes: one sign with two sides.

Chairman Burk stated he thinks that will work. One side needs to face the Farmer's Market, but you wouldn't be able to see it from the road unless it is angled out by Gore. He stated he loves the one that Max Sasseen did for Mathis Brothers. He then asked if the board wants to do one or two.

Wiseman-Vaughan stated she thinks they should start with one. There is always the option to add a second sign later. Her thought is that if we are going to do a QR code to ask for donations and do a Go-Fund-Me, other ways of promoting may come up.

Motion by Tanner, Second by Wiseman-Vaughan, to approve the expenditure of \$755.00 with Arrow Sign for the design and installation of a fundraising sign in Shepler Park. **AYE:** Burk, Hankins, McConnell, Smith, Tanner, Wiseman-Vaughan. **NAY:** None. **MOTION PASSED.**

- H.** Accept nominations and select Yard of the Month for August. (Previous winners in Wards 1, 6, and 7).

The board discussed the nominations and selected 6602 NW Columbia Avenue in Ward 6 as the August Yard-of-the-Month winner.

3. Discussion

Wiseman-Vaughan asked if there is a way to restrict the funds for donations received for Shepler Park.

Schlecht stated the funds are automatically restricted when a donor states a specific purpose for their funds.

4. Adjournment

There being no further business, the meeting adjourned at 5:08 P.M.



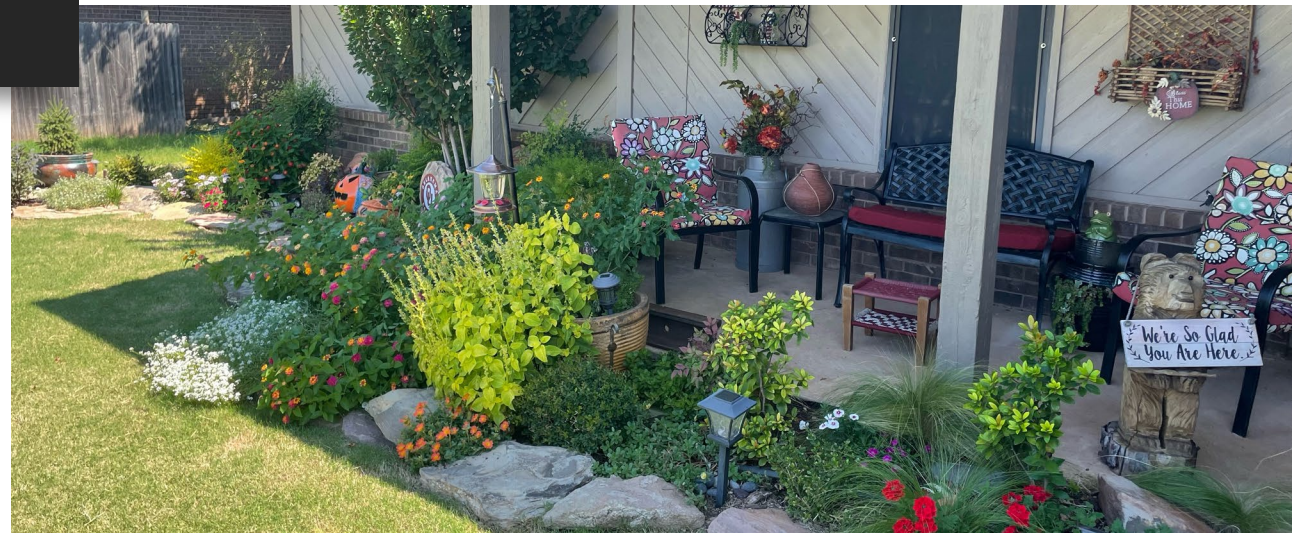
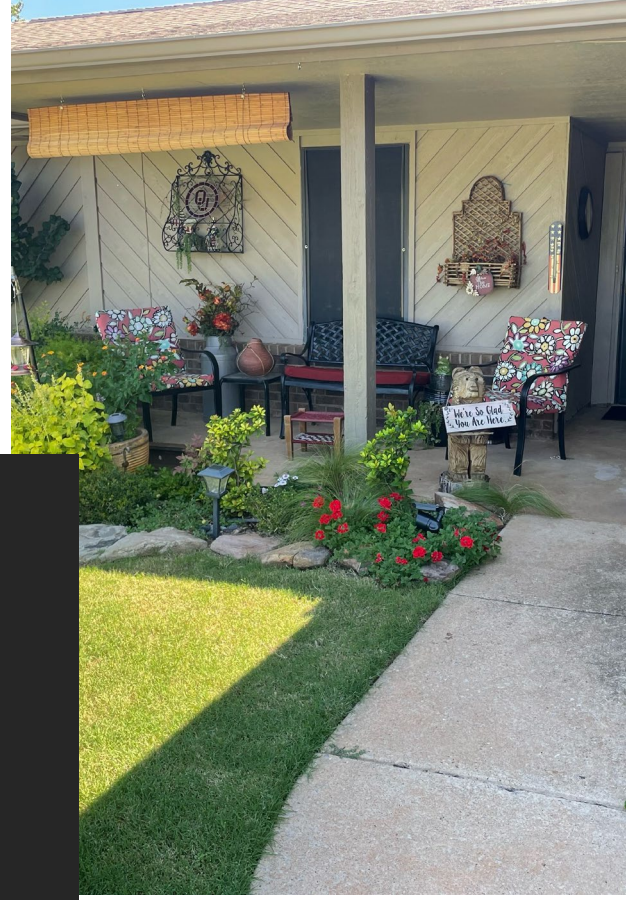
LETA

Yard of the Month Nominations- September 2022

805 NW
17th Street-
Ward 2



2313 NE 35th
Street- Ward 4





3301 NE Pioneer Blvd- Ward 2

3403 NE
Pioneer Blvd-
Ward 2





4802 SE Tattershall Way- Ward 4