

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
NOVEMBER 9, 2016

Mary Ann Hankins, Vice-Chair, 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; Ezerski, Barry; Hampton, Allan; Hankins, Mary Ann; Morford, Robert; Sweeney, Kerry.

ABSENT: Duffy, Andrew; Smith, Addie; Tennis, Michael.

OTHER PRESENT: J.I. Johnson and Scott Powers, Finance; Richard Rogalski and Charlotte Brown, Planning; Jack Hanna and Keith Neitzke, Park and Recreation; Denise Ezell, City Clerk's Office.

BUSINESS ITEMS:

1. Reports

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

Hankins stated Totte isn't with us today.

B. Receive Treasurer Report and take action if necessary.

Powers stated we received the hotel/motel money in the amount of \$16,265 for the months of July, August and September. I've submitted the October report and we should be receiving it this month. You have interest income of \$18.95 for September and October, advertising and promotions for \$300, Fresh Paint Days \$4,345.35 and miscellaneous donations of \$5000 to Holiday in the Park. We had a total income of \$16,283.95, total expenses of \$9,645.35 for a net income of \$6,638.60. The next page is the committed funds of \$52,282. You see Fresh Paint Days is in the negative until they are reimbursed from Housing. Under accounts payable is the \$4,000 for Fresh Paint Days leaving that account at \$(5,282.00) and the LETA operation account has \$82,530.60. On the next page you see Fresh Paint Days is the only account we have gone over budget on and there isn't a lot of change. On the back page you see we are still on budget with no changes.

Hankins stated I believe he has started planting the pansies and they are working on the lights out front.

Rogalski stated they also have trimmed the trees out front. Burk ask them to trim 1 other tree that wasn't on their quote.

Morford asked is our grant fund empty until July.

Powers stated yes.

Rogalski stated you still have \$50,000 in beautification projects.

Morford asked does color change fall under the \$50,000.

Power stated no that is under repairs/maintenance/replanting.

Sweeney asked was there a time limit on the Lawton High grant.

Duff stated I don't believe so.

Rogalski stated if you feel it isn't going anywhere we could send him a letter asking him to give us an update.

Ezell stated Jerrold Jones contacted me and he still has intentions of using the grant for the proposal he brought to you. He is receiving some resistance from their finance department. When Oates did MacArthur and Eisenhower she brought me the invoices and we paid them until she had spent all her funds. He is being told that isn't the way it has to be done. He is trying to get everything in order but is getting some resistance.

Duffy asked do we need to set a date that we would like to have a response by.

Rogalski stated why don't we ask him to attend the next meeting to give us an update.

Ezerski asked is he running into resistance from Shoemaker.

Ezell stated yes. I don't remember her name but she called me at one point.

Hanna stated it would be Diane Bransetter.

Sweeney asked what is her position.

Hanna stated Chief Finance Officer and she is very difficult to work with.

Duffy stated I'm confused. Aren't we giving them \$10,000?

Ezell stated I'll ask Jones to come to the next meeting for an update and to see if there is anything we can do to help him.

Ezerski asked how does this work. If we are giving the money to Lawton High does it have to go to the school district and then they allocate it back to the school.

Hanna stated it doesn't have to be done that way but that is the way that Bransetter wants it done.

Motion by Dismuke, Second by Sweeney, to accept the treasurer's report. **Aye:** Dismuke; Duffy; Ezerski; Hampton; Hankins; Morford; Sweeney; Burk. **Nay:** None. **Motion Passed.**

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

Hanna stated the landscaping RFP is in the Finance Office. We received bids from Treehouse Nursery, Bedrock and 4-D. Neitzke and I felt that Bedrock has the better price and we are asking that the contract be awarded to them. This is set to go to Council on December 6th. Part of the contract is Totte or a representative must attend all LETA meetings.

Burk stated with this contract LETA will get the same unit prices as the City gets. I'm very pleased with the new contract.

Hanna stated there is a lot more accountability in this contract. We took out a couple of smaller areas and added 2 larger areas. Totte lowered his mowing bid by \$500. He will now be maintaining the Playground in the Park at Elmer Thomas. We have added some mulch to the playground.

Burk stated what about the vine that was to go over the archway at the playground.

Hanna stated Totte suggested we wait until the contract was award instead of paying someone.

Burk stated we planted a vine to go over the archway and it started growing in a tree. It needs to be moved out of the tree and back to the archway. I would like to give Parks and Recreation some praise. They had the fence stained and it makes a huge difference.

Hanna stated we have decided where to place the bronze statues. Engineering is looking over the plans for the base. We also have a spot for the bronze softball player in the kidney shaped flowerbed. There is a light that shines there at night and it will look real nice. We are adding more bollard lights. At this time all hands are on deck putting out the Christmas lights for the parade. I hope you get the opportunity to come see it. It is next Friday night at 6:00. We will have the official lighting of the tree once the last entry goes through.

Burk stated the tree is going to be amazing.

Hanna stated I'm really excited. With the help of Max Sasseen and Scott Hoffman we have put together a nice projection. We have 5 speakers on the tree and now you have music. We have a FM modulator and once you get to 3rd and Lakefront Drive you can tune into an FM station and listen to music while you drive the park. With the LED lights we now have 5 breakers instead of 18. The Pansy Society has donated 3 benches that we will be placing in

Elmer Thomas Park. We should be getting the last of the money to finish the fountain out front today.

Burk stated they will be lighting the trees out front tonight. Once we get the fountain complete maybe we can get McMahon to finish lighting the other trees. Will the new archway at Elmer Thomas be lit?

Hanna stated yes. We have new colored LED lights and we will start wrapping the trees.

Burk asked what does it cost to light a tree.

Hanna stated on some of the smaller ones it is \$30 for 100 lights and it usually takes about 5 or 6 stands. For the net lighting it takes a little more at the same price. It all depends on how far up the tree you go.

Burk stated we need to see if we can raise the money to do 3 or 4 more trees.

Hanna stated you are looking at about \$150.

Burk asked so if we did \$600 per tree we could get some of the trees in the park lit. Put J & J Burk in for \$600.

Ezerski stated Pam and Barry will do a tree.

Burk stated it would be nice if we could get all the trees lit.

Hanna stated that is my goal.

Burk stated Tenis wanted me to report that the water at Lake Helen has cooled off enough to put the trout in the lake. He has had lots of bikes donated and Fishing For Food is falling into place. Both events are on the 19th. Fishing for Food starts at 8:00 a.m. and the parade at 6:00 p.m.

Hanna stated Holiday in the Park will have a bounce house, pony rides and other activities for kids during the day. Central Baptist will also be performing the live nativity scene.

Burk stated Chickasha has closed their lights.

Ezerski asked what did they do with their tree.

Burk stated I don't know but we need to check into that. It would be cool to have multiple trees in the park.

Hanna stated I'll make contact with them.

Burk stated I would like to thank you and your department for the new energy you have brought to the Holiday in the Park. I really appreciate it.

Hanna stated I hope to see new life out there.

Hankins stated we have seen you grow in your position and it is obvious you have an energy.

Hanna stated thank you. I love this.

Dismuke asked what happened on closing some of the parks.

Hanna stated we have 4 on the list and we are trying to gather more information for a Council Agenda Item. We hope to take those to Council within the next 45 days. The others are more difficult to surplus due to the language in the deed or their dedication.

Dismuke asked what about the property right across from Wilson Park.

Hanna stated it was deeded as a whole park.

Dismuke asked can you get rid of it.

Hanna stated the property was dedicated/deeded by Dr. Morford's family. It would have to rededicated/redeeded for the City to sell the 2 parcels as residential areas. I would like to keep Wilson Park.

Dismuke stated across the street there are 2 lots that have not been used in years.

Burk stated it is just a slow process.

Rogalski stated park land is usually dedicated on a plat and not deeded to the City. It is similar to a right-of-way. The City doesn't own it but we have the use of it. To transfer a dedicated park to ownership is not a straight forward process. If the dedicator is still alive or around then you can ask if they will deed it to you or we will give it back.

Burk stated some don't want it back.

Rogalski stated we could go through a quiet title process. This is just time consuming.

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

Ezerski stated we did a press release on the fall plantings. The Lawton Constitution ran it in its entirety and Channel 7 did a voiceover with pictures and an interview with Open Streets. We did get the word out on what we had been doing.

Burk stated great job.

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

Hampton stated there were probably 7000 people at Open Streets. It turned out to be a family event. There were 65 or 66 vendors and some of the businesses were on the sidewalks. It was a really great event. We are still working on Ron Stephens Stadium with the School Board.

Rogalski asked with whom? The school or the school board.

Hampton stated Deighan met with Holsinger and we are to meet again next week.

Burk stated I spoke with the School Board President and I believe things will get off high center.

Morford asked was he aware of what we are trying to do.

Burk stated no. He spoke with Deighan the next day.

Hanna stated there is a gentleman that wants to donate \$10,000 to upgrade the girl's locker rooms. He would like to do a school a year. He has hit a wall. It would cost LPS nothing and there would be no structural changes.

Hampton asked do we still want to sell the East Gore bricks on our website.

Burk stated yes. We hope to get started on that soon.

Rogalski stated Burk found where we could have a gift brick. You could have a name placed on the brick and it would be laid into the sidewalk. I think it would be a good idea to get it on Facebook.

Burk stated once I receive the information I'll forward it to you.

Rogalski stated by the time we get the contract awarded we will have 3 or 4 months before the notice to proceed is issued. If we could get the bricks sold in that time then the contractor could get started.

Ezerski asked how many bricks are we talking about and what is the cost.

Burk stated I would love to see us sell a 1000 bricks and they are \$100 per brick. We could place the brochures at the Veterans Center and maybe families would like to purchase a brick. Our cost is \$30 and the rest is profit.

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

Hampton stated we have been receiving likes and it's starting to get a lot of attraction.

H. Receive report from Neighborhood Services

Leach not available.

2. New Business

A. Consider approving the minutes of September 14, 2016.

Motion by Morford, Second by Sweeny, to approve the minutes of September 14, 2016.
Aye: Duffy; Ezerski; Hampton; Hankins; Morford; Smith; Sweeney; Burk; Dismuke. **Nay:** None. **Motion Passed.**

Burk stated let's go back to the Parks & Recreation report. We need new trashcans for the playground. We believe we need 4 or 5 professional looking cans. They would be mounted and concreted so they would be there forever. I would like to give Hanna approval to order them.

Motion by Ezerski, Second by Duffy, to approve the purchase of trash cans for the playground area in Elmer Thomas Park. **Aye:** Ezerski; Hampton; Hankins; Morford; Smith; Sweeney; Burk; Dismuke; Duffy. **Nay:** None. **Motion Passed.**

Morford asked are the cameras up and working.

Rogalski stated they have been ordered.

Burk stated we would like to use the same cameras in the cemetery. I thought maybe LETA could help them purchase these cameras.

Hanna stated they have around \$4500 to spend.

Burk stated I hate to see them buy something that wasn't going to be effective. We have had cemetery abuse and I thought maybe we could help offset some of the cost.

Rogalski stated you will need 2 real cameras to start with and then change to a dummy camera.

Burk stated they could use one of our cameras.

Morford asked will that cover the whole cemetery.

Hanna stated no. We would rotate them around.

Rogalski stated people usually come in a certain way.

Morford asked how would you mount them.

Hanna stated we have light poles we would mount them to.

Rogalski stated you have to get them out of reach. They are fully self contained and battery powered with a solar cell.

Morford asked would they be used during the day.

Burk stated no. It has a timer to start and stop. We will also put up signs stating cameras are in use.

Rogalski stated it can read a license plate at night at about 300' very clear.

Sweeney asked what about paintballs.

Rogalski stated you could paint over the lens but the idea would be to mount them high enough they couldn't reach them.

Hampton asked does the dummy camera flash.

Rogalski stated no it is just a box.

Burk stated we would have the news do a story stating anyone caught would be prosecuted.

Duffy asked are they still bashing the lights at the playground in Elmer Thomas.

Hanna stated yes.

Duffy asked how often does this happen.

Hanna stated in the last 18 months we have replaced the lights twice.

Burk stated they have also ruined a slide.

Duffy stated we need to get the real cameras up and try to get this under control.

Burk stated if you will get the trash cans ordered that would be great.

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

Powers stated there is one for Sasseen Reality for \$300 and one for L & L sprinkler.

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

C. Consider approving invoices to complete the fountain in front of City Hall.

Rogalski stated Jim Russell had thought that they would need additional money to finish the fountain out front. The total cost was around \$450 but they got a donation for \$350 and Leadership Lawton came up with the other \$70.

D. Consider approving the Yearly Meeting Notice for 2017.

Motion by Sweeney, **Second** by Hankins, to approve the Yearly Meeting Notice for 2017. **Aye:** Hankins; Morford; Smith; Sweeney; Burk; Dismuke; Duffy; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

3. Old Business

Hankins stated the Gala Committee decided on February 17th as the date. It will be held at the Hilton Garden Inn and we will use the same invitation as last year. We will not be using a Save The Date Card. We will meet on December 5 to go over the menu and we will probably do heavy hors d'oeuvres. We will have more stations to avoid the long lines. We need to decide if we want to do \$35 a ticket so we can place it on the invitations.

Burk stated that is great.

Hankins stated we will not be having band but music will be piped in. We will not be holding an auction this year either. We really want to stay in line with our mission every chance we get. There will be an agenda to help it from dragging too much. We would start with the purpose and passion of LETA. I believe we have 2 young men with that passion. We need to clarify our passion/purpose and tie it in on how beautification helps with crime prevention and other aspects of community health.

Burk stated Dr. Bellino would be great for that. She talks it all the time.

Hankins stated we thought about using past recipients to give the awards.

Dismuke stated I like that idea.

Hankins stated then a closing to summarize everything. We need suggestions for the different award winners. The Visionary Leader is an individual who had a dream for a specific project to improve the community and pursued it to reality. The Champion Volunteer is an active volunteer who consistently goes above and beyond expectations in every effort. The Rosemary Bellino Lifetime Achievement Award is an individual who has achieved extraordinary success in transforming community life. Some suggestions were Bobbi Machette, Linda Neal, Randy Bass and Chris Gill. If there is someone you would like to nominate let us know.

Ezerski asked do we have the names of the past winners.

Ezell stated not with me.

Rogalski stated we could email those to everyone and you could email your ideas back.

Sweeney stated there are good names out there we just need to start thinking. We feel to keep interest and attendance up it is imperative that we have good award nominees and winners. They bring their friends and families and that is how we spread the word. We need to pick good names but we have to get started because February is going to be here. We also want to make certain they can attend.

Burk stated if we could vote in December and then we would make contact with them. I like the idea of past recipients to give the awards and have Bellino talk about the importance.

Hankins stated we thought about putting on display pictures of our projects and older pictures of Lawton.

Hampton stated we would use them to highlight what we have done to bring us from point A to point B. Also pictures of some of the activities we have supported to enhance the lifestyle in Lawton.

Rogalski state you might have them vote for their favorite LETA project.

Hankins stated we are changing things up a bit because we don't want to lose the momentum.

Burk stated that is great. Remember the Rosemary Bellino Award is the largest award of the night so think of them as being our crowning jewel.

Hankins stated we talked about Cathy Caccioppoli who headed the symphony board for a long time. The symphony is so important to our community and that would give her an award and bring awareness to the symphony.

Burk stated and the same to the Lawton Community Theatre.

Sweeney stated the brainstorming helps. If you are not sure about someone just throw their name out so we can talk about it.

Hankins stated please don't forget this when you go home.

Burk asked what other awards were you thinking about. We know Connor Sasseen is doing an amazing job with the Boy Scout Project and his father has helped this authority a lot.

Ezerski stated he deserves to be recognized.

Hankins stated Max gives a lot of his time and that is the most valuable thing you can do.

Burk stated I believe we need to keep Journey Production and Mike Mazzo on board.

Sweeney stated we have made contact with both.

Dismuke stated I think that the house on 35th Street needs to be the Yard of the Year.

Burk stated we will get all the monthly winners together so we can decide.

Sweeney stated there won't be any major changes just some tweaking.

4. Announcements

Rogalski stated Open Streets was successful again. The next one will be in the spring on Earth Day to promote spring planting. We would invite vendors to come out and sell plants and flowers.

Sweeney asked is that in April.

Brown stated April 22nd.

Rogalski stated we thought LETA might want to be a part of this one. We would like to have a vendor actually put trees in the street so it looked like we had street trees.

Burks stated DETA, Duncan Enhancement Trust Authority, ask me to speak one Saturday morning about LETA. It was set up where the Mayor and Council were the trustees. I explained that Mayor and Council didn't have time to be the trustees. They have changed the trustees and are taking our lead. They would like for us to come visit one of their meetings.

Duffy stated we had talked about Lawton Proud being involved with the Gala. Both missions overlap and I think it would be a big swing and a miss if they weren't a part.

Burk stated I sure love all the stuff that is being put out.

5. Adjournment

There being no further business the meeting adjourned at 4:32 p.m.

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