



## City of Lawton

### Lawton Enhancement Trust Authority

Lawton City Hall  
212 SW 9th Street  
Lawton, Oklahoma  
73501-3944

### Minutes

Wednesday, September 10, 2025

3:00 PM

Lawton City Hall  
3rd Floor Conference Room

#### Meeting Called to Order and Roll Call

"Official action can be taken only on items which appear on the agenda. The Board may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Board may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Board may refer the matter to City Staff. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

Vice-Chairman Rabon called the meeting to order at 3:00PM in the 3rd floor conference room of City Hall.

#### ROLL CALL:

**PRESENT:** Dwight Tanner, Chris Rabon, Dwain Baxter, Ted Symuleski, Charles Owens, Johnny Owens

**ABSENT:** Barry Ezerski (excused), Jeremy Lohman (excused), Addie Smith (excused)

**OTHERS PRESENT:** Dewayne Burk, Deputy City Manager; Neal Kirmer, Communications & Marketing; Madalynn El Kouri, Communications & Marketing; Tammy Branstetter, City Clerk's Office; Garrett Lam, City Attorney's Office; Rachel Beadles, City Attorney's Office; Kelvin Ingram, Parks & Recreation; Jason Poudrier, Arts & Humanities; Kristin Huntley, Financial Services; John Saville, Financial Services; Tiffiney Dimery, Ward 4 Candidate

#### Statement of Compliance with Oklahoma Open Meeting Act, 25 O.S. 301-314

Vice-Chairman Rabon verified with Branstetter that the meeting notice and agenda were posted in accordance with the Oklahoma Open Meeting Act.

#### Introduction of Guests

Tiffiney Dimery, Ward 4 Candidate, introduced herself.

#### Reports

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

No updates were given.

## **Business Items**

Vice-Chairman Rabon said we will be starting with business item 4.

The Authority considered business item 4 before the other business items.

1. Consider approving the minutes of the August 13, 2025, meeting.

A copy of the minutes from the August 13, 2025, meeting may be obtained from the City Clerk's Office upon request.

**Motion** by Johnny Owens, **Second** by Charles Owens, to approve the minutes from the August 13, 2025, meeting as presented. **AYE:** Baxter, Charles Owens, Symuleski, Tanner, Johnny Owens, Rabon. **NAY:** None. **MOTION PASSED.**

2. Consider approving the list of expenses for the period covering August 11, 2025 — September 8, 2025.

Kristin Huntley, Financial Services, reviewed the list of expenses for the period covering August 11, 2025–September 8, 2025. A copy of the list of expenses may be obtained from the City Clerk's Office upon request.

Huntley said the first three are Lawton Lodging for \$348 each, and these were hotel rooms for the Freedom Festival. ABS Golf Cars was \$1,586 for golf cart rentals for the Freedom Festival. Bedrock Nursery had two charges — \$20,315.24 and \$18,852.93 — for the Shepler Park landscaping that was approved back in June. There were two more charges for Bedrock Nursery — \$8,584 and \$11,152.50 — and this was for the Shepler Park irrigation, phases one and two. There are two for KMGZ-FM Magic 95 - \$800 and \$2,000 for radio advertisements for the Freedom Festival. Rooney LLC was \$1,600 for the electrician used during the Freedom Festival. SCIH Ice Holdings, Inc. was \$265 for ice for the Freedom Festival. United Rentals North America, Inc. was \$258 for Freedom Festival rentals. Town Square Media was \$504, and that was also for Freedom Festival advertisement. Canva US, Inc. was \$182 for the holiday "Yard of the Month" signs. Christopher Bland was \$1,730 for fencing around the electrical box at the Farmer's Market. There were also additional charges that weren't included in last month's report but should have been. They are for SAI Lawton Hotel LLC for lodging for the Freedom Festival pyrotechs, and this was \$232 per room for five rooms.

Vice-Chairman Rabon asked if we're almost through with all of our Freedom Festival payments.

Poudrier said yes.

**Motion** by Symuleski, **Second** by Baxter, to approve the list of expenses for the period

covering August 11, 2025–September 8, 2025, as presented. **AYE:** Baxter, Charles Owens, Symuleski, Tanner, Johnny Owens, Rabon. **NAY:** None. **MOTION PASSED.**

3. Consider approving the Financial Statements for the month of July 2025.

Kristin Huntley, Financial Services, presented the Financial Statements for the month of July 2025. A copy of the Financial Statements for the month of July 2025 may be obtained from the City Clerk's Office upon request.

Huntley said we'll start with the balance sheet. The total cash in our City National Bank account was \$374,516.69. We'd like to point out, toward the top, where it says LETA Hotel Motel Tax — that has substantially jumped since last month, and that is because we made our claim for our hotel motel back in fiscal year 25 and received that in July. Under other current assets, we still have a Freedom Festival receivable for \$10,500, which represents sponsorships that we're still waiting on. So, total assets for July 2025 are \$385,016.69. Under liabilities and equity, we do have some accounts payable, \$1,215.77, and then, down towards the very bottom, total equity is \$383,892.

Symuleski asked what the \$1,215.77 is for.

Huntley said it's mostly Freedom Festival — they were invoices that were received in July that didn't get paid into August. That will fall off next month.

Huntley said under our profit and loss statement, under ordinary income/expense, we have hotel-motel income that I spoke about earlier — \$158,591 — and this is all spending from fiscal year 25. Our LETA court fees income, which is for May and June 2025, was \$7,202. Interest income for July was \$22.05. Under expenses, dues and memberships totaled \$200 — these were your Keep Oklahoma Beautiful dues. Eye Candy Awards was \$81 — this was a security invoice that didn't get paid back in April. Professional and technical service was \$1,553 — this was for Hatch, Croke & Associates for the federal tax return preparation. So, net ordinary income was \$163,981.05. Then, under other income, your Freedom Festival income was \$3,873 — this was for bounce house rentals. In other expenses, Freedom Festival expense was \$2,417.68, and then an additional \$149.96. So, total net income down at the very bottom for the month of July is \$165,286.41.

Huntley said on our income and expense tracker, I have a typo. I did not change the year at the very top — that should say 2025-2026, so I apologize for that. Our only net income, or income to date that falls in fiscal year 26, is the earned interest from the bank — the \$22.05. Under expenses, repair, maintenance, and replanting — we haven't spent anything yet, but we do have \$58,904.67 encumbered, or promised, for projects, which we'll get into on the next page. Professional and technical services — we spent \$1,553, and that was for the Hatch, Croke & Associates invoice. Dues, memberships and subscriptions — \$200. LETA grant awards — we have a project pending for \$537.02. For LETA beautification project(s), we have a few projects pending at \$35,084.99. So that's where you are with your fiscal year 2026 money.

Huntley said on the last page are your projects pending, you'll see under beautification that you have five projects pending, totaling \$35,084.99. Under repairs, maintenance, and replanting, you have four projects pending, and they total \$58,904.67. Then under grant awards and miscellaneous donations, there's one project still pending for \$537.02.

Vice-Chairman Rabon inquired about the money reflected as still due from the Freedom Festival on the balance sheet.

Huntley said I will say we received \$5,500 of that in August, and we're just pending \$5,000. I know Jason's working on that.

Huntley introduced John Saville, a new accountant and CPA for the Finance Department. She said Saville will be taking over LETA next month.

**Motion** by Johnny Owens, **Second** by Baxter, to approve the Financial Statements for the month of July 2025 as presented. **AYE:** Baxter, Charles Owens, Symuleski, Tanner, Johnny Owens, Rabon. **NAY:** None. **MOTION PASSED.**

4. Consider approving an estimate from Bedrock Nursery in the amount of \$2,950.00 for irrigation repair on 2nd Street and authorize payment of all applicable expenses incurred up to \$2,950.00.

Dennis Totte, Bedrock Nursery, provided background information on this item.

Totte said on one of our last irrigation checks at about 2nd and Arlington, we discovered a leak under the concrete that is coming out through the seam. I took a video of it. The system still runs and functions right now. A lot of times, if there's a clean break, the zone won't pressure up — but in this case, it is pressuring up the zone. I just thought I'd bring that to you guys. I don't want to wait until it's non-functioning. I'd like to get it fixed before the fall color changes, since we'll need to water and change those plants out at the end of this month. It's going to entail cutting out a whole section of concrete. I think it's a big section, about 8 by 8 or 8 by 10 feet. We'll need to repair the irrigation line, and we'll have to pour it back — we'll dial it in with rebar and have it repoured with concrete. The total cost, including material and labor for both the irrigation and concrete work, is estimated at \$2,950.

**Motion** by Johnny Owens, **Second** by Baxter, to approve the estimate as presented. **AYE:** Baxter, Charles Owens, Symuleski, Tanner, Johnny Owens, Rabon. **NAY:** None. **MOTION PASSED.**

5. Consider approving an estimate from Bedrock Nursery totaling \$17,889.60 for the purchase of 19 concrete containers to replace damaged units and missing units on 2nd Street and take action as deemed necessary.

Vice-Chairman Rabon said we're going to strike number five from the agenda right now.

Dennis has a bid for a little less than \$18,000 for some concrete containers and then to replace some units that were damaged on second street. I think that some of those were damaged due to an accident, so we've asked Dennis to actually break those down into separate invoices. That way, when we file the insurance claim, we've got a solid number to work with.

This item was stricken from the agenda.

6. Select a Yard of the Month winner for August 2025.

Neal Kirmer, Communications and Marketing, provided background information on this item. A copy of the candidates for the August 2025 Yard of the Month winner may be obtained from the City Clerk's Office upon request.

Kirmer said first, I'd like to introduce the newest member of our Communications and Marketing team, Madalynn El Kouri. She'll be jumping in and taking over some of the LETA duties in the coming months.

Kirmer said we had three again this month. What we did this month was we grabbed three from previous months that were the second-highest vote-getters for that month. We felt they needed a second shot at it, so we gave them another chance. This month, the vote count winner was Ward 2, with all the flowers out front.

Symuleski said that's the one that stands out the most.

**Motion** by Symuleski, **Second** by Tanner, to select the yard from Ward 2 as the Yard of the Month winner for August 2025. **AYE:** Baxter, Charles Owens, Symuleski, Tanner, Johnny Owens, Rabon. **NAY:** None. **MOTION PASSED.**

### **Adjournment**

**Motion** by Symuleski, **Second** by Tanner, to adjourn the September 10, 2025, meeting. **AYE:** Baxter, Charles Owens, Symuleski, Tanner, Johnny Owens, Rabon. **NAY:** None. **MOTION PASSED.**

There being no further business to discuss, the meeting adjourned at 3:17 PM.