

**MINUTES
LAWTON URBAN RENEWAL AUTHORITY**

Minutes of the Lawton Urban Renewal Authority meeting held June 16, 2020 in the 2nd Floor Conference Room, City Hall, 212 SW 9th Street, Lawton, Oklahoma.

The meeting was called to order at 1:00 p.m. by Chairman Ernest Sheppard.

Notice of the meeting and agenda were posted on the City Hall bulletin board as required by State law.

1. ROLL CALL

MEMBERS PRESENT: Ernest Sheppard
John Purcell, Jr.
Jacob Brox

MEMBERS ABSENT: Jesse Cross
Joe Abshire

OTHERS PRESENT: Richard Rogalski, Planning Director
Tammy Anderson, Recording Secretary
Cindy Augustine, Planning and Subdivision Administrator
Susan Schlecht, Financial Services*
Greg Gibson, Assistant City Attorney

*attended by phone

2. CONSIDER APPROVAL OF THE MINUTES OF THE JANUARY 21, 2020 MEETING OF THE LAWTON URBAN RENEWAL AUTHORITY.

MOTION by Purcell, SECOND by Brox, to approve the minutes of the January 21, 2020 meeting of the Lawton Urban Renewal Authority.

VOTE ON MOTION: AYES: Brox, Purcell, Sheppard. NAYS: None. MOTION CARRIED 3-0.

3. CONSIDER A RESOLUTION APPROVING THE EXPENDITURES AND ACCEPTING THE FINANCIAL STATUS REPORT OF THE LAWTON URBAN RENEWAL AUTHORITY FOR THE MONTH OF JANUARY 2020.

The balance in the bank as of January 1, 2020 was \$33,628.60. After deposits of interest, and disbursements, the bank balance as of January 31, 2020 was \$33,630.98.

Chairman Sheppard asked if the January insurance expense was for the director's policy.

Schlecht said the expense was the insurance bond for employee theft.

Chairman Sheppard asked what company the policy is with.

Schlecht said the policy is through Smith & Sons Insurance Agency.

Rogalski said this is the only insurance policy LURA has.

Chairman Sheppard asked if this policy covers directors as well as staff.

Rogalski said yes.

4. CONSIDER A RESOLUTION APPROVING THE EXPENDITURES AND ACCEPTING THE FINANCIAL STATUS REPORT OF THE LAWTON URBAN RENEWAL AUTHORITY FOR THE MONTH OF FEBRUARY 2020.

The balance in the bank as of February 1, 2020 was \$33,630.98. After deposits of interest, and disbursements, the bank balance as of February 29, 2020 was \$33,104.10.

5. CONSIDER A RESOLUTION APPROVING THE EXPENDITURES AND ACCEPTING THE FINANCIAL STATUS REPORT OF THE LAWTON URBAN RENEWAL AUTHORITY FOR THE MONTH OF MARCH 2020.

The balance in the bank as of March 1, 2020 was \$33,104.10. After deposits of interest, and disbursements, the bank balance as of March 31, 2020 was \$34,052.78.

Chairman Sheppard inquired about the loss that occurred in March.

Schlecht said LURA received a property payment of \$950. However, LURA's original purchase price for these properties was greater than what they sold for. The difference between the property value and the amount LURA sold these properties for reflects the loss.

Purcell asked how long ago this property was purchased by LURA.

Chairman Sheppard said the property was purchased in either the 60s or 70s.

6. CONSIDER A RESOLUTION APPROVING THE EXPENDITURES AND ACCEPTING THE FINANCIAL STATUS REPORT OF THE LAWTON URBAN RENEWAL AUTHORITY FOR THE MONTH OF APRIL 2020.

The balance in the bank as of April 1, 2020 was \$34,052.78. After deposits of interest, and disbursements, the bank balance as of April 30, 2020 was \$32,958.82.

Chairman Sheppard asked if the mowing and debris removal charges for the month of April occurred after the contract with Lawn Wizards was extended.

Rogalski said the contract was renewed in May, so these charges were incurred prior to the contract renewal.

7. CONSIDER A RESOLUTION APPROVING THE EXPENDITURES AND ACCEPTING THE FINANCIAL STATUS REPORT OF THE LAWTON URBAN RENEWAL AUTHORITY FOR THE MONTH OF MAY 2020.

The balance in the bank as of May 1, 2020 was \$32,958.82. After deposits of interest, and disbursements, the bank balance as of May 31, 2020 was \$32,956.61.

MOTION by Purcell, SECOND by Brox, to adopt Resolutions 20-03, 20-04, 20-05, 20-06 and 20-07 approving the expenditures and accepting the financial status report for the months of January, February, March, April and May 2020.

VOTE ON MOTION: AYES: Sheppard, Purcell, Brox. NAYS: None. MOTION CARRIED 3 - 0.

8. CONSIDER RATIFYING THE ACTIONS OF THE CHAIRMAN BY AUTHORIZING AN EXTENSION OF THE MOWING AND DEBRIS REMOVAL CONTRACT FOR LURA OWNED PROPERTIES WITHIN LAWTON VIEW ADDITION AND ORIGINAL TOWNSITE WITH THE LAWN WIZARDS.

On May 19, 2018, the Authority entered into a contract for mowing and debris removal with The Lawn Wizards for the LURA owned properties in Lawton View Addition and Original Townsite. The contract states that it will be effective for one year and may be extended, at the option of LURA, for up to one year. This is the second extension of the contract, and the Chairman authorized the extension on May 6, 2020.

Rogalski said this is the last extension of the contract with Lawn Wizards. Rogalski said Lawn Wizards charges \$25 per lot, and he said this is a very good price.

MOTION by Purcell, SECOND by Brox, to ratify the actions of the Chairman by authorizing an extension of the Mowing and Debris Removal Contract for LURA owned properties within Lawton View Addition and Original Townsite with The Lawn Wizards.

VOTE ON MOTION: AYES: Sheppard, Purcell, Brox. NAYS: None. MOTION CARRIED 3 - 0.

8. REPORTS AND COMMENTS

Chairman Sheppard asked Rogalski if he will still be working with LURA since he has been promoted to Deputy City Manager.

Rogalski said he will remain the Executive Director of LURA. Rogalski said Cindy Augustine will also be helping significantly with LURA and she will be attending all the meetings. Rogalski said once the City Planner position is filed it is likely the new City Planner will take over the role as Executive Director for LURA.

Rogalski said City staff is working on the Fires Innovation Science and Technology Accelerator (FISTA) project to bring additional industrial development to the community and LURA might need to get involved with this. Rogalski said the LEDC is working on a contract to purchase the Fairmont Creamery to use as a site for industrial development. Rogalski said an analysis of the building is being conducted to determine the cost for redevelopment.

Augustine said the Lawton Housing Authority plans to ask for additional lots in the Lawton View area. This request will likely come before LURA in the near future. Augustine said the LHA would like to acquire five more lots to the west of property they obtained in November 2019.

Chairman Sheppard inquired about the status of lots purchased by the LHA in November.

Augustine said the LHA is waiting on staff to do code changes before they can continue with their project.

Rogalski said a new City code regarding SPUD has been drafted and it will be brought before LURA, the City Planning Commission and the City Council soon.

Brox inquired about the fence at Scissortail Children's School.

Rogalski said staff has sent the property owner letters stating that the current fence is non-compliant. Rogalski said he denied the revised plans that were submitted by the property owner. The revised plans were for a vinyl coated chain link fence. Rogalski said Scissortail still has a temporary fence in place.

Chairman Sheppard asked if citations could be issued for non-compliance.

Rogalski said its likely staff will have to issue citations if the non-compliance continues.

Brox asked for an update on 2nd Street closures.

Rogalski said to his knowledge there will be no closures on 2nd Street. Rogalski said he may hear otherwise at the next LEDA meeting.

Rogalski said Bricktown Brewery has a temporary Certificate of Occupancy so staff may begin training.

9. ADJOURNMENT

MOTION by Brox, SECOND by Purcell, to adjourn.

VOTE ON MOTION: AYES: UNANIMOUS. NAYS: None. MOTION CARRIED 3 - 0.

LURA Minutes
June 16, 2020

There being no further business the meeting was adjourned at 1:21 p.m.

Ernest Sheppard, Chairman

Jacob Brox, Secretary

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