

LETA MINUTES
November 11, 2020

**MEETING OF THE
LAWTON ENHANCEMENT TRUST AUTHORITY
BANQUET ROOM
CITY HALL
212 SW 9th STREET
NOVEMBER 11, 2020**

Jay Burk called the meeting to order at 3:00 p.m. in the banquet room of City Hall. Notice of meeting and agenda was posted on the City Hall notice board as required by law.

ROLL CALL:

PRESENT: Burk Jay; Hankins, Mary Ann; McConnell, Lou; Sweeney, Kerry; Symuleski, Ted; Ezerski, Barry.

ABSENT: Smith, Addie.

OTHER PRESENT: Richard Rogalski, City Manager's Office; Tiffany Vrska, City Manager's Office; Margaret Tiddark, Neighborhood Services; Susan Schlecht, Finance; Corey Bowen, Neighborhood Services; Billie Whipp, Arts and Humanities; Kaley Patterson, City Manger's Office; Michael Leal, Arts Coordinator for Arts and Humanities.

BUSINESS ITEMS:

1. Reports

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

Totte said installation of tulips will cost \$8,000 for 5,000 bulbs. These bulbs would be planted at various places throughout the city (e.g. 11th and Gore, by Atlanta Bread, in the median at 64th and Gore, by Memorial Hospital, at City Hall, and along 2nd Street).

Burk said he would like to add bulbs to the landscaping at the new public safety facility.

Burk said there are four sprinklers along 2nd Street and also in the median by Comanche Home Center that need to be replaced. Burk said the medians along Sheridan road also need to have sprinklers installed.

Burk asked that Dennis Totte be added to the LETA e-mail list.

Motion by Sweeney, Second by Ezerski, to approve the expenditure of \$8,000 to Bedrock Nursery for the installation of 5,000 tulip bulbs. **Aye:** Ezerski; Symuleski; Hankins; McConnell; Sweeney; Burk. **Nay:** None. **Motion Passed.**

- B. Receive report from Neighborhood Services.

Bowen said Neighborhood Services sent out 1,122 correspondences for the month of October. He said over 1,600 work orders have been received so far this year. Bowen said they're working to bring on another contractor to help with these work orders.

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Bowen said roughly 40 homes will be added to the D and D list to be brought before Council in January. Bowen said approximately 165 D and D homes will be brought before Council by the end of this fiscal year.

Burk said there are quite a few homes along Cache Road that need to be added to the D and D list.

Burk said he's received many complaints from residents of MacArthur Park about multiple people parking in the cul-de-sacs.

Bowen said staff is working on a policy regarding towing vehicles off private property. He said the City of Moore has a policy they've been looking at as an example.

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

Schlecht reviewed LETA expenses from October to today.

Motion by Sweeney, Second by Hankins, to approve all invoices, requisitions, and all other submitted materials for payment. **Aye:** Ezerski; Symuleski; Hankins; McConnell; Sweeney; Burk. **Nay:** None. **Motion Passed.**

- D. Receive Treasurer Report and take action as necessary.

Schlecht reviewed the financial statements that were provided to Committee members.

Burk inquired about the miscellaneous refunds.

Schlecht said this was a \$5,000 reimbursement from Bedrock.

Burk said the hotel motel tax should be a 7% allocation.

Schlecht said they are receiving 7% and she will correct her records.

Burk said there will be an election in February to vote on hotel motel taxes. He emphasized how much these taxes help nonprofit organizations.

Burk said staff is working hard to ensure hotel motel taxes are also being collected from Airbnbs. He said there are approximately 140 Airbnbs in town.

Motion by Ezerski, Second by Symuleski, to approve the Treasurer's report. **Aye:** McConnell; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

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

Whipp introduced Michael Leal, Arts Coordinator for the Arts and Humanities Division. He will be the staff member taking over the Cultural Preservation Committee.

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Leal named some of the Committee members and said their next meeting will be held next Monday.

Leal said he recently met with Mayor Booker to review City projects. Leal said the Committee is also working on drafting a policy with the City of Lawton.

- F. Receive report from Parks and Recreation and take action if necessary.

Whipp said the dedication ceremony for the patriot pavilion was held last Saturday. She said the pavilion has been completed and looks beautiful.

Whipp said they are finding new ways to virtually promote the Arts during the pandemic. She said there will be three live events at the McMahan Auditorium in December, but the number of seating will be limited.

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

Vrska introduced Multimedia Specialist Kaley Patterson. Vrska said Patterson helped with Yard of the Month for the last round by taking photos and videos as well as delivering signs to recipients.

Vrska said Patterson will be recording videos throughout the meeting. With the vote on hotel motel tax approaching, the City Manager's office will be gathering photos and videos of the various non-profit organizations that benefit from hotel motel tax to educate the community about these organizations.

Vrska said public participation and interest in the City's Facebook page has been on the rise.

Vrska said the tree and limb clean up is ongoing. A drop off site will become available at 8:00 a.m. tomorrow morning at Elmer Thomas Park.

Burk said the City has done a great job cleaning up tree limbs.

Burk said staff should look at new ways of advertising for the City and various organizations. He said less people are subscribing to the newspaper and/or cable. Online streaming has been on the rise.

Joe Chesko with Children's United gave an update on current projects for Children's United. He said they are working to install new playground equipment – particularly four wheelchair swings. He said the cost of this equipment is going up. He said there's currently only one manufacturer for wheelchair swings, and the cost has gone up to \$68,000. Chesko said they want to purchase several wheelchair swings before the prices rise even further. Chesko said the cost of ground surfacing has also gone up.

Chesko said he'd like to purchase signs to be placed on the playground site that advertise the equipment that Children's United is working to purchase. The signs would also advertise a way to donate to the cause. Joe thanked LETA members for everything they've done so far to help with donations. He asked that members help get the word out about the playground.

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Chesko said once Children's United reaches \$81,000 in donations, the McMahon Foundation has agreed to match this funding with \$236,000. Chesko said Children's United has also received donations from several companies that are willing to help with groundwork at the playground (e.g. JC Grayson has offered to install concrete for a discounted rate, and possibly even for free).

- H. Receive Monthly Ward Update and take action if necessary.

None.

- I. Receive a report from the Planning Division regarding ongoing LETA projects and take action if necessary.

Rogalski said ODOT will plant the wildflowers this month.

Burk said the grass still needs to be mowed before the wildflower seeds are spread.

Whipp said she will make sure the mowing gets done.

Ezerski asked the status of the strings lights that are to be installed on C Avenue.

Burk said this project has temporarily been put on hold due to COVID.

- J. Receive a report on sidewalk and accessibility projects.

Rogalski gave an update of all sidewalk and accessibility projects.

Burk said he and Richard recently met with LPS Superintendent Hime. Hime said that once a month at LPS Board meetings they will draw the name of a school to receive revamping of the outside of the building (e.g. painting, fencing and landscaping). Because there is sidewalk money in the CIP, Hime said he will contact Rogalski if he has problems with sidewalks.

2. New Business

- A. Consider designating a funding source for awards and other items that are better paid for by donated funds.

Schlecht said restrictions are placed on funds depending on how they're designated. To remedy these restrictions, she suggests donated funds be separated from other funding.

Motion by Sweeney, Second by Ezerski, to designate a funding source for awards and other items that are better paid for by donated funds. **Aye:** McConnell; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

- B. Discuss the gate fee ordinance and provide direction.

Burk said he thinks this ordinance needs to go back to Council. Burk asked Hankins if she would be a co-sponsor in bringing back a revised version of this ordinance to Council. Burk said beautification and clean-up should be the City's job.

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C. Approve a contract with CEC for sidewalk design.

Rogalski discussed the details of this contract. He said the total cost would be \$42,096. He said this design is for the Cache and Sheridan Road project. The project would start at the intersection of Smith and Sheridan, and it would go south to Cache Road and then west to Homestead Drive. Rogalski said this project would generate approximately \$500,000 worth of new sidewalk construction.

Motion by Hankins, Second by Symuleski, to approve the contract with CEC for sidewalk design. **Aye:** McConnell; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

D. Discuss the proposed sidewalk nuisance ordinance and provide direction.

Burk said staff has conducted research regarding other cities that have sidewalk replacement ordinances. Burk said they like the one in Norman, which states there is to be a 50/50 split of costs between the City and property owner.

Burk said he thinks the City should be 100% responsible for any sidewalks they install for up to five years after installation. After five years, replacement costs would then be a 50/50 split between the City and property owner.

Rogalski said this will not apply to sidewalks along arterial roadways – these repairs will be paid 100% by the City.

Motion by Ezerski, Second by Sweeney, to move forward with the sidewalk ordinance that has been drafted by staff. **Aye:** McConnell; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

E. Review the sidewalk ordinance that allows for additional landscaping and provide direction.

According to this ordinance, Rogalski said if a property owner qualifies for a fee in lieu of sidewalk, the property owner can choose to provide additional landscaping instead of paying the costs associated with the fee in lieu of sidewalks. However, Rogalski said the landscaping plans must be equivalent to 125% of the cost of the fee in lieu of. He said this is in addition to the landscaping requirements outlined in City Code. Rogalski said LETA members would be responsible for approving or rejecting all proposals for additional landscaping.

4. Announcements

Burk recognized Dr. Morford for all his hard work with the City and said he will be greatly missed. He said lighting the dome at City Hall needs to be a priority for LETA.

Rogalski said LETA might want to start thinking about beautification projects in Lawton's industrial areas (e.g. Goodyear Boulevard).

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5. Adjournment

There being no further business the meeting adjourned at 5:01 p.m.