



City of Lawton

Youth and Family Affairs Committee

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

Minutes

Tuesday, April 21, 2026

9:00 AM

3rd Floor Conference Room
Lawton City Hall

This meeting will be conducted in person for all Committee members and members of the public to attend.

Meeting Called to Order and Roll Call

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

Chairman Weger called the meeting to order at 9:05 AM.

Roll Call:

Members Present: Bob Weger, Karen Bailey, Carl Fuqua, Josh Hale, Taron Epps,
*Bernita Taylor

Members Absent: Mary Ann Hankins-Booker

*Arrived at 9:17 A.M.

Also Present: Tammy Branstetter, Deputy City Clerk

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

Chairman Weger confirmed with Branstetter that the notice and agenda for this meeting were posted by the City Clerk's Office in accordance with the Oklahoma Open Meetings Act.

Introduction of Guests

No guests were present.

New Business

1. Consider and take action to approve the minutes of the March 17, 2026, meeting.

A copy of the minutes from the March 17, 2026, meeting may be obtained from the City Clerk's Office upon request.

Motion by Hale, **Second** by Epps, to approve the minutes of the March 17, 2026, meeting as presented. **AYE:** Bailey, Hale, Fuqua, Weger, Epps. **NAY:** None. **Motion Passed.**

2. Consider and take action to approve the revised Youth and Family Affairs Committee (YFAC) Project Funding Application for the FY 2027–2028 funding cycle.

A copy of the revised Youth and Family Affairs Committee (YFAC) Project Funding Application for the FY 2027-2028 funding cycle may be obtained from the City Clerk's Office upon request.

Chairman Weger said Cynthia Williams, Internal Auditor, was going to be here today, and she had another engagement to be at at 9:00 A.M., so she couldn't be with us today. Ms. Tammy has some things to point out, I believe, that we'd like to call your attention to in the application.

Epps said is there any harm in postponing this until the next meeting in hopes of Ms. Hankins-Booker, Ms. Taylor, and everyone being here? Is it appropriate to make a motion to table until the next meeting?

Chairman Weger said to answer your question, yes it is possible. The only delay is that Ms. Cynthia was kind of hoping to get this so she could work on the rubric restructuring, because the Committee had shared concerns about how it currently is. She is trying to revise it, but she does not really understand how to do that until after she has the application the Committee has approved.

Epps said so it has a second-order consequence — it delays the rubric. If we delay both this and the rubric, are we in any jeopardy, or is there a third-order consequence that I'm not considering?

Chairman Weger said no — I don't think there is. I'm not aware of anything because we've done our approving for this upcoming calendar year, so technically we don't have any more approvals until after next year, because December is when the application process starts again.

Epps said having said that, I would prefer to take our time with this.

Motion by Epps, **Second** by Bailey, to postpone this item until the next YFAC meeting. **AYE:** Bailey, Hale, Fuqua, Weger, Epps. **NAY:** None. **Motion Passed.**

3. Consider and take action to approve the Youth & Family Affairs Committee Annual Written Report for submission to the Lawton City Council.

A copy of the Youth & Family Affairs Committee Annual Written Report may be obtained from the City Clerk's Office upon request.

Chairman Weger said this has to be presented to Council before May 1st. The notes, I believe, are submitted in the back of your packet. I believe last year Mr. Epps presented this to Council. From what I understand, we do not necessarily have to read it to Council or present it — we can just hand them a written copy. Ms. Tammy, is that your understanding as well?

Tammy Branstetter, Deputy City Clerk, said that is my understanding. I will triple-check that with Donalynn when I get back and let you know if it is otherwise, but I do not believe it has to be formally placed on the agenda and can instead just be passed out to Council at the dais. I will verify that.

Chairman Weger said we would have to get that on the 28th Council agenda to meet the May 1st deadline because April 28 will be our next Council meeting.

Epps said I would recommend and highly encourage, if a member was willing, aside from the two City Council members, to at least maybe not read it verbatim, but give some key highlights, because it is an opportunity to let the community know what we are doing and what we have accomplished for the year.

Motion by Bailey, **Second** by Epps, to accept the Annual Report and to have the Report presented to Council by one of the Committee members. **AYE:** Bailey, Hale, Fuqua, Weger, Epps. **NAY:** None. **Motion Passed.**

Epps asked the non-Council members if they would be willing to present the report.

Hale said I could, but I would just need to know what I need to say.

Chairman Weger said you would just need to review basically what the Committee did this past year, and you would highlight the United Way of Southwest Oklahoma Success by Six, because that is the only one that we awarded that actually took the funding.

Epps said I would just highlight that as a Committee, up until the next cycle, we're going to be reviewing our application and scoring rubric.

Hale said I can handle that. Would I need to say anything about what we have approved for this time, or is that not required?

Epps said you could — it doesn't hurt anything. We'll also be sitting on the dais to help assist with questions.

Hale said I will give it a shot.

Chairman Weger said so Mr. Hale is going to represent the Committee for their Annual Report.

Fuqua said can I tag team with him?

Chairman Weger said absolutely.

Epps said you guys could break it up — one could talk about what we've done, and the other could talk about what we're planning to do. That's what I would recommend. That's even better.

Fuqua said if other organizations do not use their funding at all and the funding is just sitting there, would it open up an opportunity for organizations that submitted applications in the past to have a chance?

Chairman Weger said not this year. That year is—can I use the term sealed? The Committee has acted, and that is over with. For the 2026–2027 applicants, the Committee has spoken. They would have to apply again for FY 2027-2028. As for those unused funds, we make a request to the City that they be rolled over so that we do not lose any of our funds. So, we will have that money next year. In the past, we had \$17,000 left in our account that we requested to roll over.

Reports/Comments from Chairman and Committee Members

Chairman Weger said I don't have anything new to report.

Chairman Weger said Ms. Taylor, it's good to see you. Committee, if it's all right, can we briefly review everything with her so we can get Ms. Taylor on the same page? Motion one passed on the minutes, of course. Item two was postponed for 30 days until our next meeting so that we can hopefully have everyone on the Committee present and receive input from all Committee members. Thirdly, we passed the report that, according to our bylaws, must be presented to Council before May 1. We are going to attempt to get that on the agenda for April 28 as a presentation. Mr. Hale and Mr. Fuqua are going to tag-team that presentation to the Council.

Hale said I missed the last meeting where the Committee actually approved the applications. What's the next step in that process?

Chairman Weger said they go to Council, they'll get approved from Council, then those approved applications will receive a letter from the City stating that they have been approved and that Council approved the funding the Committee presented. From that point on, they work through the auditor by bringing in their receipts after the money has been spent on their end. If it meets the guidelines set forth by YFAC, or rather the City, they are reimbursed.

Hale said so our part on that is pretty much done.

Chairman Weger said we're done.

Taylor said has it gone to Council?

Branstetter said it's in the ordinance that, after the passage of the next fiscal year's budget, so as soon as the City passes and adopts next year's budget, then we can put the funding agreements on the Council agenda, just so that the funding is passed and set in stone for next year. Then we will go ahead, and I'm monitoring that part of things. I'll put the funding agreements on the Council agenda as soon as the budget has passed.

Taylor said do the people we approved know anything?

Branstetter said yes, we sent them letters, and I believe we spoke with both of them because Cynthia wanted them to do a revised budget, so we've got a revised budget from them, and we've been in communication with them to let them know about the process, and we'll let them know as soon as we have that date for them for Council, in case they want to go.

Chairman Weger said that will be coming up, I believe, in June.

Branstetter said the last one has to be presented to Council by the last meeting date in June.

Reports/Comments from Staff

Branstetter said Cynthia does send her apologies that she cannot be here today. She will be here hopefully next week when we go over the application.

Audience Participation

None.

Adjournment

Motion by Epps, **Second** by Hale, to adjourn the April 21, 2026, meeting. **AYE:** Bailey, Fuqua, Taylor, Weger, Epps, Hale. **NAY:** None. Motion Passed.

The meeting adjourned at 9:23 AM.

The minutes of the April 21, 2026, meeting were approved at the May 19, 2026, Committee meeting.