



**City of Lawton**  
**Council Fee Committee**

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

**Agenda**

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**Monday, August 11, 2025**

**1:30 PM**

**Lawton City Hall  
3rd Floor Conference Room**

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**Recommending Body**

"Official action can only be taken on items listed on the agenda. As a recommending body, the Committee may review and discuss agenda items, propose and enact floor amendments, and then choose to make a recommendation to the City Council or provide direction to the City Manager. The Committee may also defer items for further review, refer matters to the City Attorney, or send items to standing committees, boards, commissions, or authorities for additional study. In some cases, items may be postponed to a later date or removed from the agenda entirely."

**Meeting Called to Order**

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

**Roll Call**

**Introduction of Guests**

**Business Items**

1. Discussed proposed fees for Locker Rentals at the Lawton Aquatic Center and make a recommendation to City Council.
2. Discuss proposed fees for Concession Stand Items at the Lawton Aquatic Center and make a recommendation to City Council.

**Adjournment**

The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hour rule if interpreters for the deaf (signing) is not the necessary accommodation."

**Item Title:**

Discussed proposed fees for Locker Rentals at the Lawton Aquatic Center and make a recommendation to City Council.

**Initiator:** Larry Parks, Director

**Information Source:** Larry Parks, Director, Yolanda Allen, Recreation Superintendent

**Background:**

The Lawton Aquatic Park is a new facility designed to offer enhanced recreational opportunities for the community. To support guest convenience and security, the Community Enrichment Department is proposing a locker rental fee.

The proposed fees are:

Jumbo Internal Locker Capacity(\$12.00)

Large Internal Locker Capacity (\$10.00)

Standard Internal Locker Capacity (\$8.00)

**Correlation to the True North Statement:**

**Exhibit:**

Fee Committee Request Form- Locker Rentals

**Key Issues:**

**Funding Source:**

**Recommended Action:**

Discussed proposed fees for Locker Rentals at the Lawton Aquatic Center and make a recommendation to City Council.

**ATTACHMENTS:**

1. Aquatics Center Locker Rental Pricing

# City of Lawton – Municipal Fee Adjustment Request Form

## Section 1: Department & Contact Information

- **Department Name:** Community Enrichment Department
- **Division/Unit:** Aquatics Division
- **Prepared By:** Yolanda Allen
- **Title:** Recreation Superintendent
- **Email:** yolanda.allen@lawtonok.gov
- **Phone:** 580.581.3400
- **Date of Submission:** 07-23-2025

## Section 2: Fee Details

- **Fee Category** (e.g., Fire Marshal Inspection, Police Department Fine):  
Aquatic Center Locker Fee
- **Current Fee Amount:** \$ See Attachment
- **Proposed Fee Amount:** \$ See Attachment
- **Effective Date of Proposed Change:** Immediately
- **Frequency of Fee Application** (e.g., per inspection, per violation):  
N/A

## Section 3: Justification & Analysis

### A. Cost-of-Service Analysis

- **Total Annual Cost to Provide Service:** \$5540.00
- **Current Annual Revenue from Fee:** \$0.00
- **Projected Annual Revenue with Proposed Fee:** \$0.00 \$49,680.00
- **Is the service currently subsidized by the general fund?**  Yes  No
- **Brief Explanation:**

### B. Legal Authority

- **Cite Relevant Statutes or Ordinances Authorizing Fee:**  
No current city relevant statutes or ordinances authorizing fee



Finance to create codes for payment

- **Staff Training Requirements:**

Seasonal summer staff will train on how to help patrons use the kiosk for locker u

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 **Section 6: Alignment with City Policies**

- **How does this fee adjustment align with the City’s strategic goals or master plans?**

Yes

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 **Attachments Checklist**

Please attach the following supporting documents:

- Detailed Cost Analysis
- Legal References and Statutory Citations
- Benchmarking Data
- Public Engagement Summary
- Equity Impact Assessment
- Implementation Timeline

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 **Approvals**

- **Department Head Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_
- **Finance Department Approval:**  **Date:** 7-25-2025
- **City Manager Approval:** \_\_\_\_\_ **Date:** 7-25-25

## **GoPad Lockers:**

**Standard Internal Locker Capacity (\$8.00):** HDPE 14”H x 10”W x 17”D Steel 14”H x 12”W x 17”D Cabinet Dimensions HDPE 72”H x 24”W x 18”D Steel 73.6”H x 24”W x 18”D

**Large Internal Locker Capacity (\$10.00):** HDPE 17”H x 13”W x 17”D Steel 17.5”H x 14”W x 16.5”D Cabinet Dimensions HDPE 72”H x 30”W x 18”D Steel 73.6”H x 30”W x 18”D

**Jumbo Internal Locker Capacity(\$12.00):** HDPE 21”H x 16”W x 17”D Steel 23”H x 17.5”W x 26”D Cabinet Dimensions HDPE 72”H x 36”W x 18”D Steel 73.6”H x 36”W x 27”D

## **Peer City Pricing**

### **Westwood Aquatic Center (Norman)**

- Small- \$6.00
- Large-\$0.00
- Jumbo-\$0.00

### **Moore Aquatic Center (Moore)**

- Free (First come first serve basis)

### **Mustang Old City Park (Mustang)**

- \$3.00-Lock and a key

### **Water-Zoo Clinton Indoor Water Park (Clinton)**

- Medium-\$12.00
- Large-\$18.00

### **Pelican Bay Aquatic Center (Edmond)**

- Do not charge; lockers must bring your own locker

### **Linda Wiginton Aquatic Center**

- Renting locks must return

# GoPod®

## Rental Lockers for High Volume Venues

Theme Parks | Water Parks | Ski Resorts | Zoos | Stadiums | & More



GoPod® Large Lockers shown in Bold Blue

### The GoPod Difference

#### Keep Guests on the Move While You Generate Revenue

GoPod® is the complete locker solution, serving as a one-stop sales and rental center to eliminate long lines and traffic jams. Guests simply pay at any kiosk then enjoy unlimited locker access from the intelligent door keypad.

01



Visit the Kiosk Once

02



Direct Access All Day

#### Networked Kiosks and Intelligent Door Keypads

### Trust the Experts

Partner with VENU+ to implement our most popular no-cost-to-you Revenue Share plan. Tailored options help maximum profits while reducing labor and employee cash handling.

- Dynamic Pricing
- Installation & Training
- Floating Ride Lockers
- Data Reporting
- Ancillary Rentals & Sales
- 24/7 Support Center
- Season/Annual Pass
- Emergency Backup

# GoPod® Technical Data

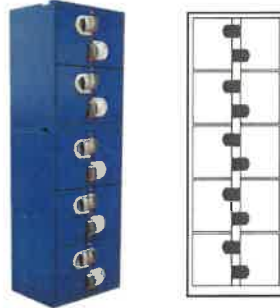
## Locker Configurations

GoPod Lockers are available in multiple configurations to easily fit your unique venue and guests' storage capacity needs.

**5**  
Tier  
10 Lockers

### Standard

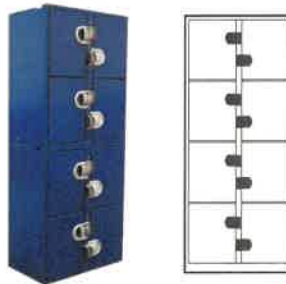
**Internal Locker Capacity**  
 HDPE 14"H x 10"W x 17"D  
 Steel 14"H x 12"W x 17"D  
**Cabinet Dimensions**  
 HDPE 72"H x 24"W x 18"D  
 Steel 73.6"H x 24"W x 18"D



**4**  
Tier  
8 Lockers

### Large

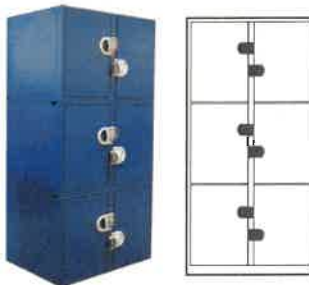
**Internal Locker Capacity**  
 HDPE 17"H x 13"W x 17"D  
 Steel 17.5"H x 14"W x 16.5"D  
**Cabinet Dimensions**  
 HDPE 72"H x 30"W x 18"D  
 Steel 73.6"H x 30"W x 18"D



**3**  
Tier  
6 Lockers

### Jumbo

**Internal Locker Capacity**  
 HDPE 21"H x 16"W x 17"D  
 Steel 23"H x 17.5"W x 26"D  
**Cabinet Dimensions**  
 HDPE 72"H x 36"W x 18"D  
 Steel 73.6"H x 36"W x 27"D



## Networked Kiosk

Dimensions (Includes Top)  
56"H x 24"W x 21"D

- Cash, Credit Cards, RFID, Bar Codes, Coupons and Other Cashless Payments
- Bill Acceptor & Change Making Capabilities
- PCI & ADA Compliant
- Multi-Language Options



## GoPod® Mobile is Here!



GoPod Mobile speeds locker rentals and meets today's demands for self-service and "no-touch" transactions.

## Construction Options

### High Density Polyethylene (HDPE)

- Indoor Environments
  - Outdoor Environments
  - Plastic-Welded Seam
  - UV Resistant
  - Bold Blue ■ Neutral Gray
- Custom Options Available

### Cold-Rolled Steel

- Indoor or Protected Outdoor
  - Powder Coat Finish
  - UV Resistant
  - Bold Blue
- Custom Options Available

## Add-On Features

- Infrared Sensors for Ride Lockers
- Slope Top for HDPE Lockers
- Custom Branding

## Complete Data Recording & Reporting

- Export to Excel, PDF and popular formats for sharing with internal teams
- Optimize inventory levels and increase sales
- Respond to trends with daily, weekly, monthly and yearly reporting



The preeminent global provider of guest mobility, storage, and entertainment solutions across high-traffic destinations



(800) 385 4973  
 (407) 532-7400  
 VENUplus.com

500330-032223

<b>LOCKERS</b>	<b>1 Day</b>	<b>45 Days</b>	<b>90 Days</b>
<b>Jumbo @\$12.00 (6)</b>	\$72.00	\$3,240.00	\$6,480.00
<b>Large @10.00 (8)</b>	\$80.00	\$3,600.00	\$7,200.00
<b>Standard @\$8.00 (50)</b>	\$400.00	\$18,000.00	\$36,000.00
<b>TOTAL</b>	<b>\$552.00</b>	<b>\$24,840.00</b>	<b>\$49,680.00</b>



*City of Lawton*  
Community Enrichment Department  
212 SW 9<sup>th</sup> St • Lawton, OK 73501  
580-581-3400 • www.lawtonok.gov

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## MEMORANDUM

To: Larry Parks, Community Enrichment Director

From: Kelvin Ingram, Deputy Director Parks and Recreation A.H

Thru: Yolanda Allen, Recreation Superintendent

Subject: Best Locker Pricing Approval

Date: July 22, 2025

Best Lockers is offering services at the ETP Aquatic Center to include third party software to run a locker rental kiosk as well as maintenance and repair on the lockers. Need to present pricing to the fee committee signatures are needed.

Locker Pricing:

Standard-\$8.00

Large-\$10.00

Jumbo-\$12.00



## MEMORANDUM

To: Kristin Huntley, Deputy Director Finance *KH*  
From: Kelvin Ingram, Deputy Director Parks and Recreation *A-H*  
Thru: Yolanda Allen, Recreation Superintendent  
Subject: Best Locker Pricing Approval  
Date: July 22, 2025

Best Lockers is offering services at the ETP Aquatic Center to include third party software to run a locker rental kiosk as well as maintenance and repair on the lockers. Need to present pricing to the fee committee signatures are needed.

Locker Pricing:

Standard-\$8.00

Large-\$10.00

Jumbo-\$12.00



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## MEMORANDUM

To: John Ratliff, City Manager *JMR*  
From: Kelvin Ingram, Deputy Director Parks and Recreation *A.H*  
Thru: Yolanda Allen, Recreation Superintendent  
Subject: Best Locker Pricing Approval  
Date: July 22, 2025

Best Lockers is offering services at the ETP Aquatic Center to include third party software to run a locker rental kiosk as well as maintenance and repair on the lockers. Need to present pricing to the fee committee signatures are needed.

Locker Pricing:

Standard-\$8.00

Large-\$10.00

Jumbo-\$12.00

**Item Title:**

Discuss proposed fees for Concession Stand Items at the Lawton Aquatic Center and make a recommendation to City Council.

**Initiator:** Larry Parks, Director

**Information Source:** Larry Parks, Director, Yolanda Allen, Recreation Superintendent

**Background:**

The Lawton Aquatic Park is a new facility designed to offer enhanced recreational opportunities for the community. To support guest convenience, the Community Enrichment Department is proposing a concession stand with drinks and snacks.

The proposed fees are:

Chips- \$1.25

Water- \$1.00

Gatorade- \$1.50

Bottled Soda (Plastic)- \$1.50

Popsicles- \$1.00

Candy- \$1.00

**Correlation to the True North Statement:**

**Exhibit:**

Fee Committee Request Form- Concession Stand Fees

**Key Issues:**

**Funding Source:**

**Recommended Action:**

Discuss proposed fees for Concession Stand Items at the Lawton Aquatic Center and make a recommendation to City Council.

**ATTACHMENTS:**

1. Aquatics Center Concession Stand Pricing



# City of Lawton – Municipal Fee Adjustment Request Form



## Section 1: Department & Contact Information

- **Department Name:** Community Enrichment Department
- **Division/Unit:** Aquatic Division
- **Prepared By:** Yolanda Allen
- **Title:** Recreation Superintendent
- **Email:** yolanda.allen@lawtonok.gov
- **Phone:** 580.581.3400 EXT#1826
- **Date of Submission:** 07.21.2025



## Section 2: Fee Details

- **Fee Category** (e.g., Fire Marshal Inspection, Police Department Fine):  
Concessions
- **Current Fee Amount:** \$0.00
- **Proposed Fee Amount:** \$See Attachment
- **Effective Date of Proposed Change:** August 11, 2025
- **Frequency of Fee Application** (e.g., per inspection, per violation):



## Section 3: Justification & Analysis

### A. Cost-of-Service Analysis

- **Total Annual Cost to Provide Service:** \$\$4527.80
- **Current Annual Revenue from Fee:** \$0.00
- **Projected Annual Revenue with Proposed Fee:** \$7027.50
- **Is the service currently subsidized by the general fund?**  Yes  No
- **Brief Explanation:**

### B. Legal Authority

- **Cite Relevant Statutes or Ordinances Authorizing Fee:**



Finance Department will assign codes to fee's

- **Staff Training Requirements:**

## Section 6: Alignment with City Policies

- **How does this fee adjustment align with the City's strategic goals or master plans?**  
Follows with the True North Culture Statement Transparency and Trust, Efficien

## Attachments Checklist

Please attach the following supporting documents:

- Detailed Cost Analysis
- Legal References and Statutory Citations
- Benchmarking Data
- Public Engagement Summary
- Equity Impact Assessment
- Implementation Timeline

## Approvals

- **Department Head Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_
- **Finance Department Approval:**  \_\_\_\_\_ **Date:** 8-1-2025
- **City Manager Approval:**  \_\_\_\_\_ **Date:** 8-1-25

**Concession Stand Pricing**

**Items:**

<b>ITEM:</b>	<b>AC</b>	<b>Sams</b>	<b>Walmart</b>
Chips (20)	\$1.25	\$29.88 (30 Pack) .99	\$19.98 (42 Pack) .50
Water (20)	\$1.00	\$6.48 (40 Pack) .25	\$4.92 (40 Pack) .15
Gatorade (20)	\$1.50	\$18.48 (24 Pack) .80	\$10.70 (18 Pack) .60
Bottled Soda (Plastic) (20)	\$1.50	\$17.66 (24 Pack) .80	\$14.02 (12 Pack) \$1.16
Popsicles (20)	\$1.00	\$11.98 (24 Pack) .50	\$2.98 (36 Pck) .08
Candy (20)	\$1.00	\$29.98 (30 Pack) \$1.00	\$21.78 (18 Pack) \$1.21

**Concessions are needed for the Aquatic Center. Non-competitive pricing on an average with the Lawton market. Only packaged food items will be offered.**

<b>COST</b>			
Chips @\$29.88 (15)		\$448.20	\$562.50
Bottled Water @\$6.48 (10)		\$64.80	\$400.00
Sports Drinks @\$18.48 (10)		\$184.10	\$360.00
Bottled Soda \$17.66 (10)		\$176.60	\$360.00
Popsicles @\$11.98 (30)		\$359.40	\$360.00
Candy @\$29.98 (10)		\$299.80	\$300.00
<b>TOTAL</b>		<b>\$1,532.90</b>	<b>\$2,342.50</b>
<b>RESTOCK 1</b>		<b>\$2,617.60</b>	
<b>RESTOCK 2</b>		<b>\$5,170.40</b>	<b>\$7,027.50</b>

<b>CONCESSIONS ITEMS</b>	<b>1 Day</b>	<b>45 Days</b>	<b>90 Days</b>
Chips @\$1.50 (50)	\$75.00	\$3,375.00	\$3,375.00
Bottled Water @\$1.00 (50)	\$50.00	\$2,250.00	\$4,500.00
Sports Drinks @\$2.50 (50)	\$125.00	\$6,250.00	\$11,250.00
Bottled Soda \$2.00 (25)	\$50.00	\$2,250.00	\$4,500.00
Pickles @\$2.00 (20)	\$40.00	\$1,800.00	\$3,600.00
Popsicles @\$1.00 (50)	\$50.00	\$2,500.00	\$4,500.00
Candy @\$1.50 (50)	\$75.00	\$3,750.00	\$3,750.00
<b>TOTAL</b>	<b>\$465.00</b>	<b>\$22,175.00</b>	<b>\$35,475.00</b>



City of  
**Lawton**

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## MEMORANDUM

To:  Larry Parks, Community Enrichment Director

From: Kelvin Ingram, Deputy Director Parks and Recreation

Thru: Yolanda Allen, Recreation Superintendent

Subject: Concessions

Date: July 22, 2025

Seeking approval for concession packaged food items pricing. Concessions are needed for the Aquatic Center. Non-competitive pricing with the Lawton market. Only packaged food items will be offered.



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To: Kristin Huntley, Deputy Director Finance *KH*

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