



AGENDA
LAWTON YOUTH SPORTS TRUST AUTHORITY
REGULAR MEETING
LAWTON CITY HALL- 212 SW 9th STREET, LAWTON, OKLAHOMA
3rd FLOOR CONFERENCE ROOM
THURSDAY, JANUARY 11, 2024 – 2:00PM

I. CALL TO ORDER/ ROLL CALL

Chairman Henry called the meeting to order at 2:00 PM in the third-floor conference room of City Hall. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

PRESENT: Brian Henry, Hossein Moini, Carey Monroe, Mike Cowan,
Randy Warren, Steve Coleman, Kelly Harris*, Albert Johnson**

ABSENT: Krista Ratliff

ALSO PRESENT: Kobe Humble, Deputy City Clerk; Mitchell Dooley, Parks & Recreation; Melissa Whaley, City Attorney's Office; Christopher Turner, Turner & Associates; Kim McConnell, Lawton Constitution; Eric Swanson, Southwest Ledger; Matt Elliott, Eastern Sports Management (ESM); Tim Wilson, City Attorney's Office

*arrived at 2:01 PM and left at 3:25 PM

**arrived at 2:01 PM

Chairman Henry stated that the Annual Audit is prepared and noted that Christopher Turner will be giving the audit report at this time.

C. Consider accepting the Annual Audit from Turner & Associates and take action as deemed necessary.

Christopher Turner with Turner & Associates gave the Authority the Annual Audit report. A copy of this report can be obtained from the City Clerk's Office.

Chairman Henry noted that the 65-dollar change mentioned by Turner was for the year that ended on June 30, 2023, and was refunded back in July.

Harris asked if Turner & Associates found that the Authority was in good financial standing.

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Turner said yes, there was a clean opinion, the financial statements are in order. Turner mentioned that with this being the first year to conduct the audit, he looked over everything.

Motion by Harris, Second by Warren, to accept the Annual Audit from Turner & Associates. **AYE:** Moini, Monroe, Henry, Harris, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

II. REPORTS:

A. Parks & Recreation- Receive a report from the City of Lawton Parks & Rec Division.

Mitch Dooley mentioned that there was an event held at the King Center to celebrate the new year and play basketball. There were 98 people that attended the event.

Dooley said that the Parks & Rec Director, Larry Parks spoke with Matt Elliott from ESM about tournaments. Dooley was unaware of all the details, but he wanted to mention it to see if Elliott had anymore information regarding their conversation.

B. Eastern Sports Management- Receive a report from Eastern Sports Management.

Elliott mentioned that he had updated numbers, and he will have further updated numbers in February. He stated that he was taking phone calls on his way to the meeting regarding the registration of teams and players.

Elliott stated that numbers will continue to update but for right now, youth basketball is up 7% year over year in terms of total number of individual participants. There are 909 participants right now where last year there was 848. Youth futsal is up 28% in individual participants. There were 175 participants last year and 224 participants for this year. Youth volleyball is up 59% with 73 participants this year and 46 last year. The year over year total league registration is up 13% and that number will likely continue to increase because of the people still calling in to add participants.

Elliott said that in terms of looking winter of 2021 before ESM was involved, there is a 51% increase in winter league sports participation.

Elliott stated that all leagues will be starting both this upcoming Saturday, Tuesday, and Thursday of next week.

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Elliott mentioned that one of their marketing initiatives is to get more action incapsulated and posted. The first focus coming up on Saturday and into the coming weeks and months is to capture more action. In doing this, our posts will be more diverse and not just program updates or product updates. We want to ensure that we are featuring the kids in action.

Monroe asked if any pictures were taken during the King Center event.

Dooley said yes, there were a few and they will get those pictures posted.

Monroe mentioned that she did hear a lot about the event.

Monroe asked how scheduling practice spaces has been.

Elliott said that it has been crazy as he knew it would be. They are trying to make things work with managing practice schedules. There has been some frustration amongst the teams due to the lack of court space and availability.

Monroe mentioned that this really underlines the need for the facility. She stated that Woodland Hills has 11 basketball teams.

Elliott mentioned that the other challenge is that there are other school activities going on as well. He said although it is challenging, they are making it happen. He said that they have been able to accommodate most of the teams, if not at one location, they have been able to get them a second location.

Elliott stated that for the spring season, leagues are posting on January 22nd and registration opens. Camps will be posting January 22nd as well. There is some marking in the works for those opening dates.

Elliott mentioned that there are plans to introduce basketball classes. We have recently hired a basketball coordinator. The program coordinators are currently helping in all facets while the basketball coordinator, James Suttles will be focused specifically on basketball. Elliott said that the team of coordinators should be able to attend the next meeting for everyone to meet. Suttles focus will solely be on basketball camps, clinics, and classes. He has been coaching basketball in Lawton for over 30 years and is heavily involved in youth sports and basketball which is why we thought he was a natural fit for the position.

Elliott stated that the information on the classes and clinics will be posted on February 5th. These will be not so much seasonal, but instead an eight-week program, maybe a couple weeks break and then start a new round. The goal is to introduce both introductory level as well as higher level clinics. We are aiming to get some of the local athletes involved. The plan is to get on the schedule as soon as possible with the new athletic director at Cameron to get involved with the athletes within the university. Elliott mentioned that there are a few Cameron

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basketball players that are officiating the basketball games this season. He said that they want to include the local athletes and get them involved with our youth.

Chairman Henry mentioned that this was the goal as we went into this, to get tied into Cameron by using their athletes like Norman did with OU and Stillwater with OSU.

Chairman Henry asked how many employees Play Lawton has currently.

Elliott said 15 without knowing the actual number. There are two program coordinators, Cher and Paul who are both fairly new. Cher started in July and Paul in late September. The new basketball coordinator, James Suttles started about a month ago. There is a food and beverage coordinator, Sarah. We have sort of a maintenance lead; his name is Ryan. Elliott said that these employees are the ones he plans on bringing to the next meeting. He also mentioned that there are marshals who are helping as well.

Elliott said that the team is growing which is a blessing and provides the availability to bring more programs and different things into the community. Elliott stated that he is very excited about the growing team.

Elliott said that they are in full steam ahead on planning tournaments and special events. There will be more details to come shortly on these. Both spring and summer, there are a couple of different ideas that are being worked on. A cheer competition is something to be looking forward to. There was an event held last year, Buddies at the Ballfield which was for special needs youth in Lawton. This year, we are planning on expanding that and doing one for adults as well. We have spoke with some passionate members within the community that would love to get involved. There is a Juneteenth basketball tournament that is in the works. This is something that was looked into last year but unfortunately the ball got rolling too late. This year we have gotten the ball rolling early to ensure that we make this event happen.

Elliott mentioned that he has been in touch with USA Softball of Oklahoma and Play Lawton has “unofficially” been awarded the bid for the adult co-ed state tournament to be hosted in Lawton. Elliott has also been working with their youth committee to land some of the USA Softball of Oklahoma state tournaments on the youth side to bring to Lawton as well. All of this is coming about for many different reasons. People are starting to see us, this group being more active, pushing out more product, and putting in work on the fields. People come to these fields now and they’re shocked at how good they look. All these things combined is opening up doors for these discussions on hosting tournaments and partnerships with these organizations that want to bring their tournaments here.

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Chairman Henry mentioned that for the state tournaments, connect with the Chamber sooner rather than later. There is Hotel/Motel tax dollars for those kinds of events.

Elliott stated that there is a meeting in Tahlequah the week after next that he will be attending virtually to receive the “official” bid. We have the “unofficial” as of Tuesday, they just have to finalize everything.

Harris asked if these tournaments would take place at the ball fields on 38th street.

Elliott answered, yes.

Monroe asked if the registration for the camps previously mentioned were for summer camps.

Elliott said yes, those will be summer camps.

Monroe asked if there is anything planned for spring break.

Elliott said that they are working on a basketball camp for spring break. He believes that it will be smaller and that it will be right after the basketball season. This will be an opportunity for players who still want to be playing basketball.

Elliott mentioned that he really wants to utilize some of the Cameron athletes who are local for the summer camps. He stated that those local athletes are most likely in off-season at that point, so he feels like that’s a great opportunity to utilize them.

Elliott stated that as far as marking goes, they have had yard signs created and there are 20 of them placed mostly around schools. There is one at the Owens Center as well. Elliott was impressed by the way the signs turned out and wants to get 20 more.

Elliott said that he is wanting to get more action marketing in play which he mentioned earlier in his report. More posts that are of kids playing, videos, and other marketing ideas.

Moini mentioned that he just heard from a mom of a child that has been playing with Play Lawton. The feedback he received was about there being no “login in” on the main page of the website. Moini wants to see about making the “login in” process more user friendly.

Elliott stated that he is probably not the best person to fix the issue, in terms of his technical knowledge. He mentioned that the website has all product information, etc. and DaySmart is the registration software that is used.

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Monroe mentioned that the DaySmart app is the best way to go.

Chairman Henry mentioned to Elliott that the Authority is heading towards getting on the council agenda for things that will be discussed in this meeting on January 23rd which is why John Wack is coming in. Chairman Henry stated that the Mayor and Council will probably want an update on how things are going.

C. Finance Report – Consider approving the Treasurer Report from Hatch, Croke, and Associates as well as corresponding financial statement(s) from Eastern Sports Management.

Chairman Henry presented financial statements and reports from Hatch, Croke, and Associates and Eastern Sports Management for the periods ended December 31, 2023, and 2022. A copy of these statements and reports may be obtained from the City Clerk's office upon request.

Moini asked why the Authority is doing three-month financials. What was the idea behind it.

Chairman Henry stated that one reason is timing and the other reason being volume. There was just not a lot of volume for the Authority's financials. He mentioned that he is supplying the ESM financial reports monthly which is the detail of the true spending. He said to keep in mind that money comes in from the city and money goes out to ESM all in one check. He also mentioned that it saves on accounting fees. Chairman Henry said that if anyone wants any of the detail regarding the ESM report, he can get them.

Motion by Moini, Second by Harris, to approve the financial statements and reports from Hatch, Croke, and Associates and Eastern Sports Management for the time periods ending on December 31, 2023. **AYE:**, Moini, Monroe, Henry, Harris, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

III. BUSINESS ITEMS:

A. Consider approving an Amended Fiscal Year 2023-2024 LYSA Budget, allowing for floor amendments and authorize the Chairman to present the Amended Budget to the Lawton City Council for funding support approval.

Chairman Henry stated that this item and the next item go hand in hand. The adjustment to the budget can be seen on Exhibit A. The change is to take \$1.4 million dollars and splitting it so that there is flexibility for the motion that was previously passed and to be able to start the shovel ready design phase once appropriate.

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Monroe pointed out on Exhibit A, under expense, the “land purchase” states eight hundred fifty thousand and no/100 dollars (\$850,000) but, a higher amount was discussed. She asked if that needed to be adjusted.

Chairman Henry said yes, there is a couple of changes on that. He clarified that for “land purchase” it should read one million fifty thousand and no/100 dollars (\$1,050,000.00) and the “operating income” should read one hundred fifty thousand and no/100 dollars (\$150,000.00) and the note should read “Grant allows for up to three hundred fifty thousand and no/100 dollars (\$350,000.00) for the land purchase and the remaining one hundred fifty thousand and no/100 dollars (\$150,000.00) restricted to construction costs or equipment.

Motion by Warren, **Second** by Harris, to approve the Amended Fiscal Year 2023-2024 LYSA Budget with the floor amendment of changing expense land purchase to one million fifty thousand and no/100 dollars (\$1,050,000.00), changing the total expense to two million two hundred twenty-seven thousand two hundred thirty-four and no/100 dollars (\$2,227,234.00), changing operating income deficit to one hundred fifty thousand and no/100 dollars (\$150,000.00), changing the in the note that the grant allows for up to three hundred fifty thousand and no/100 dollars (\$350,000.00) for the land purchase and one hundred fifty thousand and no/100 dollars (\$150,000.00) is restricted to construction costs and equipment and authorize the Chairman to present the Amended Budget to the Lawton City Council for funding support approval. **AYE:** Moini, Monroe, Henry, Harris, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

B. Consider approving an Amended Limited Support Agreement between Lawton Youth Sports Trust Authority and the City of Lawton for FY 23-24 and take action as deemed necessary.

Chairman Henry stated that this Amended Limited Support Agreement is similar to the original Limited Support Agreement.

Chairman Henry discussed some of the changes that are underlined in the agenda packet. A copy of this agreement with the underlined changes may be obtained from the City Clerk’s office upon request.

Monroe asked if any money carries over past this fiscal year, does it have to be returned and then reapplied for.

Chairman Henry said that the money would just have to be included in the budget for the next fiscal year.

Chairman Henry stated that his hope is to move quickly on a contract and has already drafted at potential RFP for the design component.

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Warren asked if there are any changes within this agreement that need to happen because of the cost of land.

Chairman Henry stated no because it states up to \$1.4 million for the design and/or purchase and/or lease. That change is in the budget.

Tim Wilson mentioned that the budget would be an exhibit to the Amended Limited Support Agreement.

Chairman Henry mentioned that it is not an increase in the budget, it is just spending the money differently. If the authority does not spend up to \$1.4 million than the budget will need to be revised potentially.

Motion by Moini, Second by Johnson, to approve the Amended Limited Support Agreement between Lawton Youth Sports Trust Authority and the City of Lawton for FY 23-24. **AYE:** Moini, Monroe, Henry, Harris, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

- C. **Consider accepting the Annual Audit from Turner & Associates and take action as deemed necessary.**

This item was discussed earlier in the meeting.

Motion by Harris, Second by Warren, to accept the Annual Audit from Turner & Associates. **AYE:** Moini, Monroe, Henry, Harris, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

IV. EXECUTIVE SESSION ITEMS:

- A. **Pursuant to Section 307B.3, Title 25, Oklahoma Statutes, consider convening in executive session for the purpose of discussing the possible purchase of real property for use by the Lawton Youth Sports Authority, and if necessary, take appropriate action in open session.**

Motion by Warren, Second by Harris, to enter executive session. **AYE:** Moini, Monroe, Henry, Harris, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

The Authority convened in executive session at 2:36 PM and reconvened in regular, open session at 3:16 PM. Roll call reflected all members present.

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Motion by Harris, Second by Warren, to direct the Chairman work with potential sellers on a contract or contracts to purchase real property in the general area of East Gore Boulevard and SE 45th Street, and when appropriate, bring back such proposed contract or contracts for the board's consideration. **AYE:** Moini, Monroe, Henry, Harris, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

V. ADJOURNMENT

Motion by Moini, Second by Monroe, to adjourn the January 11, 2024, meeting. **AYE:** Moini, Monroe, Henry, Cowan, Warren, Coleman, Johnson. **NAY:** None. ***Motion Passed.***

There will be no further business, the meeting adjourned at 3:28 PM.

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