



**LAWTON YOUTH SPORTS TRUST AUTHORITY
REGULAR MEETING**

**THURSDAY, MARCH 11, 2025 – 2:00PM
LAWTON CITY HALL – 3RD FLOOR CONFERENCE ROOM
212 SW 9TH STREET, LAWTON, OK 73501**

"Official action can be taken only on items which appear on the agenda. The Authority may approve, ratify, deny, defer, recommend, or continue any agenda item. The Authority may also propose and enact floor amendments to any matter presented before them. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

AGENDA

CALL TO ORDER/ROLL CALL

REPORTS:

- 1. Indoor Facilities Committee – Receive a report regarding the activities of the Indoor Facilities Committee.**
- 2. Outdoor Facilities Committee – Receive a report regarding the activities of the Outdoor Facilities Committee.**
- 3. Parks & Recreation – Receive a report from the City of Lawton Parks & Recreation Division.**
- 4. Eastern Sports Management – Receive a report from Eastern Sports Management.**
- 5. Finance Report – Consider approving the December 2024 and January 2025 financial statement(s) from Eastern Sports Management.**

BUSINESS ITEMS:

- 6. Consider approving the minutes from the special meeting held on January 24, 2025.**
- 7. Consider approving the nominees for Trustees and take action as deemed necessary.**
- 8. Consider approving the officers for 2025 and take action as deemed necessary.**

"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."

- 9. Consider approving the contract with Standard Engineering and Field Services for subsurface exploration and take action as deemed necessary.**

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."

PLAY LAWTON

Monthly Financial Reports

Dec 2024

Prepared by

Eastern Sports Management
Amy Cinalli



PLAY Lawton
Monthly Financial Report
December 31 2024
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ESM Lawton LLC

Profit and Loss

December 2024

	TOTAL
Income	
41000 Leagues	0.00
49000 Other	189.86
Total Income	\$189.86
Cost of Goods Sold	
50000 Cost of Goods	150.00
Total Cost of Goods Sold	\$150.00
GROSS PROFIT	\$39.86
Expenses	
60000 Administrative Expenses	13,588.14
61000 Facility Expenses	5,869.19
62000 Insurance Expense	828.54
64000 Marketing & Advertising	1,116.81
65000 Salaries and Wages	11,975.07
68000 Program Expenses	490.42
69000 Eastern Sports Management Fee	7,500.00
Total Expenses	\$41,368.17
NET OPERATING INCOME	\$ -41,328.31
Other Income	
90000 LYSA Operations Funding	41,328.31
Total Other Income	\$41,328.31
NET OTHER INCOME	\$41,328.31
NET INCOME	\$0.00

ESM Lawton LLC

Profit and Loss

December 2024

	TOTAL
Income	
41000 Leagues	
41300 Youth Volleyball	0.00
41400 Adult Softball	0.00
41500 Youth Basketball	0.00
41550 Adult Basketball	0.00
41600 Adult Volleyball	0.00
41700 Youth Futsal	0.00
41800 Adult Futsal	0.00
41950 Youth Softball	0.00
Total 41000 Leagues	0.00
49000 Other	
49100 Other Income	110.01
49800 Ramp Visa Cashback	79.85
Total 49000 Other	189.86
Total Income	\$189.86
Cost of Goods Sold	
50000 Cost of Goods	
51000 Leagues CGS	
51300 Facility Rentals	150.00
Total 51000 Leagues CGS	150.00
52000 Concessions CGS	
52100 Food & Drinks CGS	0.00
Total 52000 Concessions CGS	0.00
Total 50000 Cost of Goods	150.00
Total Cost of Goods Sold	\$150.00
GROSS PROFIT	\$39.86
Expenses	
60000 Administrative Expenses	
60100 Dues & Subscriptions	429.40
60250 Credit Card Merchant Fees	516.66
60350 Office Supplies	63.67
60400 Travel Expense	900.89
60600 Computer Expenses	
60630 Registration Software	764.11
60650 HR/Finance Software	262.78
Total 60600 Computer Expenses	1,026.89
60700 Telephone, Internet & Audio Visual	300.73
60760 Background Screening	46.90
60980 Bad Debt	10,303.00
Total 60000 Administrative Expenses	13,588.14

ESM Lawton LLC

Profit and Loss

December 2024

	TOTAL
61000 Facility Expenses	
61100 Repairs and Maintenance	
61120 Fields & Grounds Maintenance	4,447.31
61125 Building Maintenance	305.00
61130 Equipment Maintenance	224.24
61180 Facility Supplies & Maintenance	892.64
Total 61100 Repairs and Maintenance	5,869.19
Total 61000 Facility Expenses	5,869.19
62000 Insurance Expense	
62250 Commercial Package Policy & Umbrella	802.49
62300 Workers Compensation	26.05
Total 62000 Insurance Expense	828.54
64000 Marketing & Advertising	1,116.81
65000 Salaries and Wages	
65020 Admin Wages	4,636.09
65030 Facilities Wages	2,445.25
65040 Food & Beverage Wages	200.75
65050 Operations Wages	1,937.75
65060 Programs Management Wages	16.50
65250 Payroll Taxes	835.16
65400 Benefits	
65410 Health Insurance Benefits	585.44
65415 Dental/Vision Insurance Benefits	15.00
65420 Phone Stipend	50.00
Total 65400 Benefits	650.44
65800 Bonuses	
65815 Employee Bonus	0.00
Total 65800 Bonuses	0.00
65900 Accrued Salaries and Wages	1,257.76
65950 Accrued Payroll Taxes	-4.63
Total 65000 Salaries and Wages	11,975.07
68000 Program Expenses	
68100 Awards and Tshirts	224.38
68200 Sports Equipment and Supplies	266.04
Total 68000 Program Expenses	490.42
69000 Eastern Sports Management Fee	7,500.00
Total Expenses	\$41,368.17
NET OPERATING INCOME	\$ -41,328.31

ESM Lawton LLC

Profit and Loss

December 2024

	TOTAL
Other Income	
90000 LYSA Operations Funding	41,328.31
Total Other Income	\$41,328.31
NET OTHER INCOME	\$41,328.31
NET INCOME	\$0.00

ESM Lawton LLC

Profit and Loss

July - December, 2024

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024
Income						
41000 Leagues						
41100 Tackle Football	-40.00	0.00	0.00	0.00	125.00	
41250 Youth Flag Football	-35.00	0.00	305.66	4,620.57	3,047.77	
41300 Youth Volleyball	0.00	0.00	250.91	2,681.46	1,539.63	0
41400 Adult Softball	731.01	0.00	746.67	4,963.97	221.36	0
41500 Youth Basketball			0.00	0.00	0.00	0
41550 Adult Basketball			0.00	0.00	0.00	0
41600 Adult Volleyball			0.00	0.00	0.00	0
41650 Adult Kickball		0.00	0.00	0.00	10.00	
41700 Youth Futsal			0.00	0.00	0.00	0
41800 Adult Futsal					0.00	0
41900 Youth Baseball	1,526.00	0.00	381.12	2,493.74	683.14	
41950 Youth Softball	3,083.63	0.00	541.67	1,375.15	659.18	0
Total 41000 Leagues	5,265.64	0.00	2,226.03	16,134.89	6,286.08	0
42000 Concessions						
42100 Food	2,273.94		1,928.79	3,879.69	892.93	
42200 Drinks	1,235.38		904.52	2,050.65	562.07	
Total 42000 Concessions	3,509.32		2,833.31	5,930.34	1,455.00	
43000 Youth Programming						
43100 Youth Programming Classes						
43150 Lil Ballers		0.00	107.00	423.43	353.57	
Total 43100 Youth Programming Classes		0.00	107.00	423.43	353.57	
Total 43000 Youth Programming		0.00	107.00	423.43	353.57	
48000 Memberships						
48200 Miracle League Membership					10.00	
Total 48000 Memberships					10.00	
49000 Other	-0.01					
49100 Other Income						110
49800 Ramp Visa Cashback	33.82		156.03		104.64	79
Total 49000 Other	33.81		156.03		104.64	189
Total Income	\$8,808.77	\$0.00	\$5,322.37	\$22,488.66	\$8,209.29	\$189
Cost of Goods Sold						
50000 Cost of Goods						
51000 Leagues CGS						
51200 Referee CGS						
51210 Referee Youth Flag Football CGS			485.00	1,905.00	2,057.00	
51220 Referee Youth Volleyball CGS			172.00	732.00	924.00	
51240 Referee Youth Baseball CGS	1,245.00	195.00	186.00	688.50	523.00	
51245 Referee Adult Softball CGS	1,296.00	0.00	453.00	1,914.00	966.00	
51250 Referee Youth Softball CGS	2,436.00	474.00	378.00	484.50	482.00	
Total 51200 Referee CGS	4,977.00	669.00	1,674.00	5,724.00	4,952.00	
51300 Facility Rentals			640.00	140.00		150
Total 51000 Leagues CGS	4,977.00	669.00	2,314.00	5,864.00	4,952.00	150
52000 Concessions CGS						

ESM Lawton LLC

Profit and Loss

July - December, 2024

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024
53000 Youth Programming CGS						
53150 Lil Ballers CGS			824.85			
Total 53000 Youth Programming CGS			824.85			
57000 Sponsorship CGS			400.00			
59000 Other CGS					54.50	
Total 50000 Cost of Goods	6,563.38	669.00	5,773.83	8,647.93	6,453.89	15,000.00
Total Cost of Goods Sold	\$6,563.38	\$669.00	\$5,773.83	\$8,647.93	\$6,453.89	\$15,000.00
GROSS PROFIT	\$2,245.39	\$ -669.00	\$ -451.46	\$13,840.73	\$1,755.40	\$3,000.00
Expenses						
60000 Administrative Expenses						
60100 Dues & Subscriptions	377.12	784.40	429.40	429.40	429.40	429.40
60250 Credit Card Merchant Fees	148.45	113.52	204.22	838.95	298.65	511.11
60350 Office Supplies	313.11	173.68	193.66	65.38	232.46	61.11
60375 Postage	34.67		17.00	47.99	38.02	
60400 Travel Expense	746.17	851.63		415.96	815.10	901.11
60450 Business Meetings and Meals	93.87					
60600 Computer Expenses						
60630 Registration Software	672.50	657.24	696.62	704.32	716.52	761.11
60650 HR/Finance Software	266.68	256.24	321.49	302.36	271.32	261.11
Total 60600 Computer Expenses	939.18	913.48	1,018.11	1,006.68	987.84	1,022.22
60700 Telephone, Internet & Audio Visual	321.02	641.73	324.01	300.73	300.73	301.11
60760 Background Screening		148.55	320.60	118.65		41.11
60825 Uniforms	204.00					
60830 Employee Training & Certifications				317.35		
60900 Legal Fees		150.00	2,528.00	790.00		
60980 Bad Debt						10,300.00
Total 60000 Administrative Expenses	3,177.59	3,776.99	5,035.00	4,331.09	3,102.20	13,581.11
61000 Facility Expenses						
61100 Repairs and Maintenance						
61110 Cleaning Supplies				154.32		
61120 Fields & Grounds Maintenance	4,389.47	2,331.82	15,365.87	1,100.58	608.79	4,441.11
61125 Building Maintenance		2,148.60		336.00		301.11
61130 Equipment Maintenance			95.56	193.26	55.06	221.11
61140 Concession Stand Supplies & Maintenance			1,078.96	171.20	37.87	
61180 Facility Supplies & Maintenance	162.76			717.86	478.82	891.11
61190 Pest Control Services	10,775.00			1,625.00		
Total 61100 Repairs and Maintenance	15,327.23	4,480.42	16,540.39	4,298.22	1,180.54	5,863.33
Total 61000 Facility Expenses	15,327.23	4,480.42	16,540.39	4,298.22	1,180.54	5,863.33
62000 Insurance Expense						
62250 Commercial Package Policy & Umbrella	574.76	574.76	398.08		1,016.59	801.11
62300 Workers Compensation	26.05	26.05	26.05		52.10	211.11
Total 62000 Insurance Expense	600.81	600.81	424.13		1,068.69	822.22
64000 Marketing & Advertising	1,794.03	1,821.94	553.57	579.16	1,379.16	1,111.11
65000 Salaries and Wages						
65020 Admin Wages	4,615.38	4,615.38	4,615.38	4,615.38	6,923.07	4,631.11

ESM Lawton LLC

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Atlantic Union - Operating	2,163.90
10010 Liberty Bank	4,084.34
10040 Cash Drawers / Safe	700.00
Total Bank Accounts	\$6,948.24
Accounts Receivable	
11000 Accounts Receivable	81,917.87
11500 Accounts Receivable - Daysmart	20,292.25
Total Accounts Receivable	\$102,210.12
Other Current Assets	
12000 Prepaid Assets	
12100 Prepaid Insurance	5,388.87
Total 12000 Prepaid Assets	5,388.87
13000 Concessions Inventory	728.41
Total Other Current Assets	\$6,117.28
Total Current Assets	\$115,275.64
TOTAL ASSETS	\$115,275.64
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable (A/P)	73,128.99
Total Accounts Payable	\$73,128.99
Credit Cards	
25000 Credit Card	0.00
25500 Ramp Visa	766.61
Total Credit Cards	\$766.61
Other Current Liabilities	
21000 Payroll Liabilities	
21020 Employee Paid Health Insurance	0.00
Total 21000 Payroll Liabilities	0.00
22000 Sales Tax Payable	0.00
23000 Unearned Revenue	
23100 Unearned Revenue - Leagues	29,405.00
23200 Unearned Revenue - Class	0.00

ESM Lawton LLC

Balance Sheet

As of December 31, 2024

	TOTAL
Total 23000 Unearned Revenue	29,405.00
24000 Accrued Expenses	
24100 Accrued Payroll	3,443.38
24200 Accrued Payroll Taxes	31.66
Total 24000 Accrued Expenses	3,475.04
26000 ESM Operating Fund Liability	8,500.00
Total Other Current Liabilities	\$41,380.04
Total Current Liabilities	\$115,275.64
Total Liabilities	\$115,275.64
Equity	
35000 Retained Earnings	0.00
Net Income	0.00
Total Equity	\$0.00
TOTAL LIABILITIES AND EQUITY	\$115,275.64

PLAY LAWTON

Monthly Financial Reports

Jan 2025

Prepared by

Eastern Sports Management
Amy Cinalli



PLAY Lawton
Monthly Financial Report
January 31 2025
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ESM Lawton LLC

Profit and Loss

January 2025

	TOTAL
Income	
41000 Leagues	7,727.53
Total Income	\$7,727.53
Cost of Goods Sold	
50000 Cost of Goods	1,140.00
Total Cost of Goods Sold	\$1,140.00
GROSS PROFIT	\$6,587.53
Expenses	
60000 Administrative Expenses	11,178.61
61000 Facility Expenses	5,051.56
62000 Insurance Expense	618.51
64000 Marketing & Advertising	655.40
65000 Salaries and Wages	13,526.09
68000 Program Expenses	1,696.47
69000 Eastern Sports Management Fee	17,500.00
Total Expenses	\$50,226.64
NET OPERATING INCOME	\$ -43,639.11
Other Income	
90000 LYSA Operations Funding	43,639.11
Total Other Income	\$43,639.11
NET OTHER INCOME	\$43,639.11
NET INCOME	\$0.00

ESM Lawton LLC

Profit and Loss

January 2025

	TOTAL
Income	
41000 Leagues	
41250 Youth Flag Football	0.00
41300 Youth Volleyball	652.77
41400 Adult Softball	0.00
41500 Youth Basketball	1,674.54
41550 Adult Basketball	0.00
41600 Adult Volleyball	0.00
41650 Adult Kickball	-10.00
41700 Youth Futsal	3,845.45
41800 Adult Futsal	1,564.77
41900 Youth Baseball	0.00
41950 Youth Softball	0.00
Total 41000 Leagues	7,727.53
Total Income	\$7,727.53
Cost of Goods Sold	
50000 Cost of Goods	
51000 Leagues CGS	
51200 Referee CGS	
51230 Referee Adult Futsal CGS	497.00
51235 Referee Youth Futsal CGS	643.00
Total 51200 Referee CGS	1,140.00
Total 51000 Leagues CGS	1,140.00
52000 Concessions CGS	
52100 Food & Drinks CGS	0.00
Total 52000 Concessions CGS	0.00
Total 50000 Cost of Goods	1,140.00
Total Cost of Goods Sold	\$1,140.00
GROSS PROFIT	\$6,587.53
Expenses	
60000 Administrative Expenses	
60100 Dues & Subscriptions	429.40
60150 Professional Fees	500.00
60250 Credit Card Merchant Fees	243.72
60350 Office Supplies	119.69
60375 Postage	5.84
60600 Computer Expenses	
60630 Registration Software	684.84
60650 HR/Finance Software	260.24
Total 60600 Computer Expenses	945.08
60700 Telephone, Internet & Audio Visual	302.63

ESM Lawton LLC

Profit and Loss

January 2025

	TOTAL
60900 Legal Fees	-3,318.00
60980 Bad Debt	11,950.25
Total 60000 Administrative Expenses	11,178.61
61000 Facility Expenses	
61100 Repairs and Maintenance	
61120 Fields & Grounds Maintenance	4,573.73
61180 Facility Supplies & Maintenance	477.83
Total 61100 Repairs and Maintenance	5,051.56
Total 61000 Facility Expenses	5,051.56
62000 Insurance Expense	
62250 Commercial Package Policy & Umbrella	618.51
Total 62000 Insurance Expense	618.51
64000 Marketing & Advertising	655.40
65000 Salaries and Wages	
65020 Admin Wages	4,615.38
65030 Facilities Wages	3,314.00
65040 Food & Beverage Wages	133.00
65050 Operations Wages	1,785.75
65250 Payroll Taxes	764.69
65400 Benefits	
65410 Health Insurance Benefits	628.63
65415 Dental/Vision Insurance Benefits	15.75
65420 Phone Stipend	50.00
Total 65400 Benefits	694.38
65900 Accrued Salaries and Wages	1,802.06
65950 Accrued Payroll Taxes	416.83
Total 65000 Salaries and Wages	13,526.09
68000 Program Expenses	
68200 Sports Equipment and Supplies	1,696.47
Total 68000 Program Expenses	1,696.47
69000 Eastern Sports Management Fee	17,500.00
Total Expenses	\$50,226.64
NET OPERATING INCOME	\$ -43,639.11
Other Income	
90000 LYSA Operations Funding	43,639.11
Total Other Income	\$43,639.11
NET OTHER INCOME	\$43,639.11
NET INCOME	\$0.00

ESM Lawton LLC

Profit and Loss

July 2024 - January 2025

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	
Income							
41000 Leagues							
41100 Tackle Football	-40.00	0.00	0.00	0.00	125.00		
41250 Youth Flag Football	-35.00	0.00	305.66	4,620.57	3,047.77		
41300 Youth Volleyball	0.00	0.00	250.91	2,681.46	1,539.63	0.00	
41400 Adult Softball	731.01	0.00	746.67	4,963.97	221.36	0.00	
41500 Youth Basketball			0.00	0.00	0.00	0.00	
41550 Adult Basketball			0.00	0.00	0.00	0.00	
41600 Adult Volleyball			0.00	0.00	0.00	0.00	
41650 Adult Kickball		0.00	0.00	0.00	10.00		
41700 Youth Futsal			0.00	0.00	0.00	0.00	
41800 Adult Futsal					0.00	0.00	
41900 Youth Baseball	1,526.00	0.00	381.12	2,493.74	683.14		
41950 Youth Softball	3,083.63	0.00	541.67	1,375.15	659.18	0.00	
Total 41000 Leagues	5,265.64	0.00	2,226.03	16,134.89	6,286.08	0.00	
42000 Concessions							
42100 Food	2,273.94		1,928.79	3,879.69	892.93		
42200 Drinks	1,235.38		904.52	2,050.65	562.07		
Total 42000 Concessions	3,509.32		2,833.31	5,930.34	1,455.00		
43000 Youth Programming							
43100 Youth Programming Classes							
43150 Lil Ballers		0.00	107.00	423.43	353.57		
Total 43100 Youth Programming Classes		0.00	107.00	423.43	353.57		
Total 43000 Youth Programming		0.00	107.00	423.43	353.57		
48000 Memberships							
48200 Miracle League Membership					10.00		
Total 48000 Memberships					10.00		
49000 Other	-0.01						
49100 Other Income						110.01	
49800 Ramp Visa Cashback	33.82		156.03		104.64	79.85	
Total 49000 Other	33.81		156.03		104.64	189.86	
Total Income	\$8,808.77	\$0.00	\$5,322.37	\$22,488.66	\$8,209.29	\$189.86	\$
Cost of Goods Sold							
50000 Cost of Goods							
51000 Leagues CGS							
51200 Referee CGS							
51210 Referee Youth Flag Football CGS			485.00	1,905.00	2,057.00		
51220 Referee Youth Volleyball CGS			172.00	732.00	924.00		
51230 Referee Adult Futsal CGS							
51235 Referee Youth Futsal CGS							
51240 Referee Youth Baseball CGS	1,245.00	195.00	186.00	688.50	523.00		
51245 Referee Adult Softball CGS	1,296.00	0.00	453.00	1,914.00	966.00		
51250 Referee Youth Softball CGS	2,436.00	474.00	378.00	484.50	482.00		
Total 51200 Referee CGS	4,977.00	669.00	1,674.00	5,724.00	4,952.00		
51300 Facility Rentals			640.00	140.00		150.00	
Total 51000 Leagues CGS	4,977.00	669.00	1,674.00	5,724.00	4,952.00	150.00	

ESM Lawton LLC

Profit and Loss

July 2024 - January 2025

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024
53000 Youth Programming CGS						
53150 Lil Ballers CGS			824.85			
Total 53000 Youth Programming CGS			824.85			
57000 Sponsorship CGS			400.00			
59000 Other CGS					54.50	
Total 50000 Cost of Goods	6,563.38	669.00	5,773.83	8,647.93	6,453.89	150.00
Total Cost of Goods Sold	\$6,563.38	\$669.00	\$5,773.83	\$8,647.93	\$6,453.89	\$150.00
GROSS PROFIT	\$2,245.39	\$ -669.00	\$ -451.46	\$13,840.73	\$1,755.40	\$39.86
Expenses						
60000 Administrative Expenses						
60100 Dues & Subscriptions	377.12	784.40	429.40	429.40	429.40	429.40
60150 Professional Fees						
60250 Credit Card Merchant Fees	148.45	113.52	204.22	838.95	298.65	516.66
60350 Office Supplies	313.11	173.68	193.66	65.38	232.46	63.67
60375 Postage	34.67		17.00	47.99	38.02	
60400 Travel Expense	746.17	851.63		415.96	815.10	900.89
60450 Business Meetings and Meals	93.87					
60600 Computer Expenses						
60630 Registration Software	672.50	657.24	696.62	704.32	716.52	764.11
60650 HR/Finance Software	266.68	256.24	321.49	302.36	271.32	262.78
Total 60600 Computer Expenses	939.18	913.48	1,018.11	1,006.68	987.84	1,026.89
60700 Telephone, Internet & Audio Visual	321.02	641.73	324.01	300.73	300.73	300.73
60760 Background Screening		148.55	320.60	118.65		46.90
60825 Uniforms	204.00					
60830 Employee Training & Certifications				317.35		
60900 Legal Fees		150.00	2,528.00	790.00		
60980 Bad Debt						10,303.00
Total 60000 Administrative Expenses	3,177.59	3,776.99	5,035.00	4,331.09	3,102.20	13,588.14
61000 Facility Expenses						
61100 Repairs and Maintenance						
61110 Cleaning Supplies				154.32		
61120 Fields & Grounds Maintenance	4,389.47	2,331.82	15,365.87	1,100.58	608.79	4,447.31
61125 Building Maintenance		2,148.60		336.00		305.00
61130 Equipment Maintenance			95.56	193.26	55.06	224.24
61140 Concession Stand Supplies & Maintenance			1,078.96	171.20	37.87	
61180 Facility Supplies & Maintenance	162.76			717.86	478.82	892.64
61190 Pest Control Services	10,775.00			1,625.00		
Total 61100 Repairs and Maintenance	15,327.23	4,480.42	16,540.39	4,298.22	1,180.54	5,869.19
Total 61000 Facility Expenses	15,327.23	4,480.42	16,540.39	4,298.22	1,180.54	5,869.19
62000 Insurance Expense						
62250 Commercial Package Policy & Umbrella	574.76	574.76	398.08		1,016.59	802.49
62300 Workers Compensation	26.05	26.05	26.05		52.10	26.05
Total 62000 Insurance Expense	600.81	600.81	424.13		1,068.69	828.54
64000 Marketing & Advertising	1,794.03	1,821.94	553.57	579.16	1,379.16	1,116.81
65000 Salaries and Wages						

July 2024 - January 2025

[illegible]

ESM Lawton LLC

Balance Sheet

As of January 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Atlantic Union - Operating	19,710.69
10010 Liberty Bank	43,149.21
10040 Cash Drawers / Safe	700.00
Total Bank Accounts	\$63,559.90
Accounts Receivable	
11000 Accounts Receivable	43,639.11
11500 Accounts Receivable - Daysmart	9,048.00
Total Accounts Receivable	\$52,687.11
Other Current Assets	
12000 Prepaid Assets	
12100 Prepaid Insurance	4,770.36
Total 12000 Prepaid Assets	4,770.36
13000 Concessions Inventory	728.41
Total Other Current Assets	\$5,498.77
Total Current Assets	\$121,745.78
TOTAL ASSETS	\$121,745.78
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable (A/P)	73,230.69
Total Accounts Payable	\$73,230.69
Credit Cards	
25000 Credit Card	0.00
25500 Ramp Visa	158.69
Total Credit Cards	\$158.69
Other Current Liabilities	
21000 Payroll Liabilities	
21020 Employee Paid Health Insurance	0.00
Total 21000 Payroll Liabilities	0.00
22000 Sales Tax Payable	0.00
23000 Unearned Revenue	
23100 Unearned Revenue - Leagues	34,162.47
23200 Unearned Revenue - Class	0.00

ESM Lawton LLC

Balance Sheet

As of January 31, 2025

	TOTAL
Total 23000 Unearned Revenue	34,162.47
24000 Accrued Expenses	
24100 Accrued Payroll	5,245.44
24200 Accrued Payroll Taxes	448.49
Total 24000 Accrued Expenses	5,693.93
26000 ESM Operating Fund Liability	8,500.00
Total Other Current Liabilities	\$48,356.40
Total Current Liabilities	\$121,745.78
Total Liabilities	\$121,745.78
Equity	
35000 Retained Earnings	0.00
Net Income	0.00
Total Equity	\$0.00
TOTAL LIABILITIES AND EQUITY	\$121,745.78



LAWTON YOUTH SPORTS TRUST AUTHORITY SPECIAL MEETING MINUTES

**FRIDAY, JANUARY 24, 2025 – 2:00PM
LAWTON CITY HALL – 3RD FLOOR CONFERENCE ROOM
212 SW 9TH STREET, LAWTON, OK 73501**

"Official action can be taken only on items which appear on the agenda. The Authority may approve, ratify, deny, defer, recommend, or continue any agenda item. The Authority may also propose and enact floor amendments to any matter presented before them. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

AGENDA

CALL TO ORDER/ROLL CALL

Chairman Henry called the meeting to order at 2:00 PM in the 3rd floor conference room of Lawton City Hall. Notice of meeting and agenda were posted on the City of Lawton website as required by law.

PRESENT: Brian Henry, Albert Johnson Jr., Hossein Moini, Mike Cowan, Randy Warren

ABSENT: Krista Ratliff, Carey Monroe, Steve Coleman

ALSO PRESENT: Kobe Humble, City Clerk's Office; Kim McConnell, Lawton Constitution; Eric Swansen, Southwest Ledger; Tim Wilson, City Attorney's Office; Mitchell Dooley, Parks & Rec; William Miller, Play Lawton; Caitlin Gatlin, Communications & Marketing; Matina Davis, Citizen

REPORTS:

- 1. Indoor Facilities Committee – Receive a report regarding the activities of the Indoor Facilities Committee.**

Chairman Henry stated that he would defer discussion on this item and address indoor facilities later in the meeting.

- 2. Outdoor Facilities Committee – Receive a report regarding the activities of the Outdoor Facilities Committee.**

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Johnson Jr. stated that their plans remain unchanged, with a continued focus on Eastside Park as the central focal point. The guiding philosophy is to perfect one location before expanding efforts to other areas.

3. Parks & Recreation – Receive a report from the City of Lawton Parks & Recreation Division.

No reports at this time.

4. Eastern Sports Management – Receive a report from Eastern Sports Management.

Miller stated that winter sports registrations are complete with some still trickling in. Winter sports has broken even financially, expecting to come out slightly positive with additional registrations. Basketball is down 3% due to new competitor (B2E League with 30 teams). Current basketball teams: 66 (compared to 67 last year). Winter season games started this week: 6U basketball started Tuesday, volleyball started on meeting day, and the bulk of games will start in February due to facility constraints.

He mentioned that his team has been reaching out to schools to increase involvement. Working directly with school offices rather than relying on booster clubs. Successful partnerships established with Eisenhower Elementary School and Pioneer Park. In discussions with Cleveland Elementary for spring. Goal is to engage 15 elementary schools with 300+ kids each.

Miller stated that registration for spring sports opened December 1st and is in full swing. Offering baseball, softball, and NFL flag football. Limited traction for NFL flag football (approximately 2 teams signed up). Last year's growth: Softball grew 71% year-over-year, baseball grew 23% year-over-year. Fall season comparison: Baseball up 90%, softball up 80%. No major competitors in spring sports market.

Miller mentioned an upcoming event, Spring Swing Tournament planned for March 29-30 (baseball, softball, adult softball). MLB Pitch Hit and Run event scheduled for April 26. Partnership with DBAT to provide pre-season coaches clinics (30/70 profit sharing).

Miller stated that he began requesting gym usage in September. Received approval for three high school gyms for games. Had to use alternative approaches due to limited facility availability: Connected directly with school coaches instead of activities directors. Coach

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Gagliardi and Coach Otis at MacArthur provided significant support. Games scheduled at Central and MacArthur High Schools. Also using LRC facility for weeknight games. He mentioned the no use of Cameron University facilities due to price (\$325 for <5 hours, \$625 full day) and insufficient 7-foot baskets. LRC partnership has been successful, providing access to gym space. Elementary school access limited: Only 5 of 15 elementary schools approved for use. Some schools lack proper gym facilities. Site supervision requirements limit access. He mentioned the ongoing challenge due to high demand and multiple leagues. Consideration of alternative venues (churches, military facilities) discussed. Spring facilities less concerning due to outdoor field availability.

Miller also mentioned that he has identified significant bad debt dating back to 2022. Issues found with unpaid and double invoices. Current accounts (90 days or less) are up to date. He stated that his team is working to contact customers about older unpaid invoices. Some competing leagues have unpaid balances.

Cowan asked about sponsorship programs.

Miller stated that the sponsorship program has been finalized with ESM. The program launched in December through PlayOn (501c3). 10% of Holiday in the Park donations allocated to scholarship fund. Registration fees increased from \$25 to \$44 per child. Scholarship information available on website and distributed via business cards.

Lastly, Miller mentioned his plans moving forward; investigate competitor pricing models for basketball leagues, continue outreach to elementary schools for spring participation, promote scholarship program availability to increase accessibility, follow up on outstanding accounts receivable, and explore additional facility partnerships including churches and military facilities.

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

Chairman Henry presented the financial statement(s) from Hatch, Croke, & Associates for the period ending December 31, 2024 and 2025, as well as the financial statement from Eastern Sports Management for November and December of 2024. Copies of these statements are available upon request from the City Clerk's office.

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Motion by Warren, **Second** by Cowan, to approve the Treasurer's Report from Hatch, Croke, and Associates as well as financial statement(s) from Eastern Sports Management. **AYE:** Henry, Johnson, Moini, Cowan, Warren **NAY:** None. ***Motion Passed unanimously.***

BUSINESS ITEMS:

6. Consider approving the minutes from the regular meetings held on October 10, 2024 and November 13, 2024.

Chairman Henry identified and addressed several issues with the minutes, which were subsequently clarified with the Authority. Specifically, in the section discussing public schools and land commissioners, the reference to "commissioners of land" pertaining to the old state was reviewed and clarified. Additionally, the mention of the "office of land" at the end of the document was examined and resolved. Regarding the location description, it was specified as east of a trailer park off Flower Mound, with a track north of the flat set within the parking complex.

Motion by Moini, **Second** by Warren, to approve the minutes from the regular meetings held on October 10, 2024 and November 13, 2024 with the corrections. **AYE:** Johnson, Moini, Cowan, Warren, Henry **NAY:** None. ***Motion Passed unanimously.***

7. Consider approving a Real Estate purchase contract and take action as deemed necessary.

Chairman Henry distributed copies of the aerial map to the Authority members, which can be obtained from the City Clerk's Office upon request. He stated that while we originally reviewed it in November, he wanted to bring it back to everyone's attention as it directly relates to the discussion.

He stated that the real estate purchase, marked in red on the map, is located north and is owned by the same entity as the adjacent truck property. Additionally, a portion of the land on the south side is owned by Donna Richards. He stated that she proactively arranged for an abstract and title opinion to be completed for this land. Chairman Henry stated that after consulting with the same title attorney who previously reviewed similar properties, there were no issues identified with the title transfer. The title opinion confirms that it is a clean title, with the only noted exceptions being standard easements, which are expected for the property.

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Chairman Henry also mentioned that there is no urgency regarding the heirs signing or not signing any documentary feedback, as no such requirement exists. In prior discussions, Donna provided an appraisal from 2021 valuing the land at \$248,000. He stated that at the time he inquired whether a new appraisal was necessary, Donna believed that the estate required her to sell the land at its appraised value as of the time of death. Nonetheless, Chairman Henry stated that a new appraisal has been completed.

Chairman Henry mentioned that the agreed purchase price is \$300,000. Unlike previous negotiations, there are no stipulations regarding a right of first refusal if the property ceases to be used for youth or adult sports. This is because, per the trust documents, the land must be sold at fair market value without any discount. As a result, the restrictive covenant has been removed, meaning there are no buyback rights.

He stated that with no title issues, we can close on this property within seven to ten days, possibly sooner. However, title insurance cannot be ordered until the contracts are finalized. If the Authority proceeds with executing the contract, he stated that he can submit it to Sovereign Title for title insurance processing, enabling us to close within a week.

Chairman Henry stated that he has also spoken with the McMahon Foundation regarding their grant limitations on land purchases. Originally, they capped the amount we could allocate from their funds, but they have now agreed to allow us to use \$300,000 toward this purchase. The associated fees will be covered by the \$50,000 from the city that was previously allocated, which will be used to cover half of the closing costs for title insurance.

Chairman Henry mentioned that at this stage, there is no plan to conduct a survey on this parcel. However, a survey will likely be necessary later, depending on other agenda items. If everything is in agreement, we can move directly to closing.

Moini asked Chairman Henry to clarify the details regarding the property line.

Chairman Henry clarified that there are two separate tracts, both owned by LPS, which holds three tracts in total. Each has distinct legal descriptions, and one of them was acquired in a land swap with the City of Lawton.

Moini sought clarification, that when combined with Donna's land, the total acreage amounts to approximately 80 acres.

Chairman Henry stated yes, it ends up totaling 79.67 acres.

Warren asked who owns the land that the tower is located on.

Chairman Henry stated that it is owned by U.S. Cellular, which holds an easement on this property. He mentioned that originally, he thought they might have a ground lease, but instead, they purchased the specific parcel where the cell tower stands. Furthermore, there is an easement for a road to the west behind MacArthur Flat, as noted by Donna.

Cowan asked if the funds that were initially allocated, get reallocated to facilities.

Chairman Henry asked Cowan for clarification on which allocated funds he is referring to. He mentioned that there are two separate sets of funds, \$700,000 from the City and \$350,000 from McMahon.

Cowan clarified that he is asking about the funds from the City.

Chairman Henry stated that he will be touching on this further in the meeting, but to clarify, he stated that the funds stay with the Authority. He mentioned to keep in mind that the limited support agreement tied to our budget. The \$700,000 allocation includes language stating it was designated for design and/or land purchase.

Chairman Henry stated that in the end, if everything moves forward as expected, the Authority will have control of approximately 120 acres. This acquisition would be a significant asset for our plans.

Motion by Moini, Second by Johnson, to approve the real estate purchase contract. **AYE:** Moini, Cowan, Warren, Henry, Johnson **NAY:** None. ***Motion Passed unanimously.***

8. Consider approving a Design Consulting/Owner Representative contract with Eastern Sports Management and take action as deemed necessary.

Chairman Henry expressed his appreciation to Tim Wilson. He stated that he and Wilson have spent considerable time reviewing this, both together and separately. This process would not have been possible without his efforts.

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Chairman Henry stated that this document was being finalizing as recently as yesterday, which is why it was not included in the initial agenda packet. Chairman Henry went over some key highlights and the phases of the contract and noted that the spreadsheet provided will be particularly relevant to this discussion. A copy of the contract can be obtained from the City Clerk's Office upon request.

The Authority engaged in further discussions regarding the contract, focusing on its purpose and key objectives.

Chairman Henry mentioned that if the process were to start today, the outdoor facilities would be open by spring 2027, with the project concluding in the fall.

Warren stated that however, securing funding remains the primary challenge—though it may not ultimately be an issue. There are multiple financial considerations in play, and the legal team, along with the city manager's office, is working to balance these constraints, as there is a limit to the debt service the City can take on at any given time. Warren also mentioned that it's important to stay informed about available grants and funding opportunities.

Chairman Henry mentioned that while he can't disclose full details yet, he may have come across a potential funding source.

Warren stated that this underscores the importance of completing the design drawings as soon as possible. Without them, we won't be eligible for certain funding opportunities. He gave a few examples of the grants he was referring to.

Moini clarified that the Authority has the money to get to this point.

Warren stated yes, the Authority has the money to get to the drawing stage.

Chairman Henry provided further clarification on the financial details to ensure everyone had a clear understanding of the funding breakdown. He reiterated the total project costs, professional service fees, and contingency funds, emphasizing how these figures align with similar projects in other communities. Additionally, he addressed contract flexibility, potential cost adjustments, and the conditions under which the agreement could be canceled without penalties.

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Warren mentioned that at every phase of the project, we have the ability to reassess costs and adjust if needed. If at any point expenses become excessive, we can seek alternative vendors or modify the project scope. To provide further context, he mentioned that he has researched similar projects and by comparison, our current structure is significantly more cost-effective.

Wilson clarified that if funds are not appropriated, we can cancel the agreement without penalty. If we cancel for convenience (i.e., for reasons unrelated to funding), there will be penalties under the consulting agreement.

Motion by Moini, **Second** by Warren, to approve the Design Consulting/Owner Representative contract with Eastern Sports Management. **AYE:** Cowan, Warren, Henry, Johnson, Moini **NAY:** None. ***Motion Passed unanimously.***

9. Discuss a possible land lease with Lawton Public Schools and take action as deemed necessary.

Chairman Henry stated that the proposed agreement would involve a 55-year lease term, with the possibility of an extension upon negotiation six months before the lease's expiration. This approach mirrors typical leases used by the school land commission for other properties. During the discussion, it was noted that while the Grandview property would have been a 55-year lease without an extension.

Chairman Henry mentioned that the land exchange process was also discussed, with the requirement that the school district exchange land of equal value, which is how the district acquired some of the current land. As part of the agreement, the school district would have the opportunity to use the facility during school hours. To determine the value of the land, appraisals were reviewed, and the highest per-acre value for each parcel was considered. A 7% capitalization rate was applied to arrive at an annual income of approximately \$48,000. This income stream is based on the value of the land and the proposed use of the courts, which would be leased to the schools at \$80 per hour, providing 602 hours of use per school year.

Chairman Henry stated that there was a proposal was made by Hime to connect the two parcels of land with a walking bridge, which would be constructed to bridge a creek bed between the two properties. This bridge would be considered infrastructure and would further strengthen the partnership between the city and the school district. The question was

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raised whether this would count as a partnership with the school district, connecting the land as part of the land lease in exchange for services. It was clarified that if, for any reason, the schools stop using the indoor facility, the lease payment of \$48,000 would kick in.

Warren mentioned that this payment is still less than the \$170,000 per year that would be required if the land were leased directly from the state.

Chairman Henry also mentioned that a 5% lease escalator was also under discussion for both sides of the agreement, which would apply to the lease per hour of court use.

Moini clarified if a motion was needed was needed to begin negotiations with Lawton Public Schools. He also raised the concern of what would happen if something went wrong with the land acquisition from the school district.

Chairman Henry clarified that the city would not be landlocked and would still have access to the necessary areas via a public building.

Chairman Henry mentioned that Authority member, Coleman is the counsel for the school district and could not assist in drafting the lease due to his position with the school district, but efforts would be made to find a suitable alternative.

Motion by Moini, **Second** by Warren, to authorize the Chairman to enter negotiations on a potential land lease for three parcels with Lawton Public Schools. **AYE:** Warren, Henry, Johnson, Moini, Cowan **NAY:** None. **Motion Passed unanimously.**

ADJOURNMENT

Motion by Warren, **Second** by Johnson, to adjourn the January 24, 2025, special meeting. **AYE:** Cowan, Warren, Henry, Johnson, Moini **NAY:** None. **Motion Passed unanimously.**

There will be no further business, the meeting adjourned at 3:22 P.M.

Lawton Youth Sports Trust Authority

Proposed slate of Trustees to fill expiring terms for 2025, as per Trust Indenture:

Brian Henry, LYSA nominee, Term will expire 2028

Hossein Moini, LYSA nominee. Term will expire 2028

Albert Johnson, Jr, LYSA nominee. Term will expire 2028

Bob Weger, Mayor appointment from City Council. Term will expire 2027

Lawton Youth Sports Authority

Slate of Officers: 2025

Chairman – Brian Henry

Vice Chairman – Hossein Moini

Treasurer – Dr. Krista Ratliff

Secretary – Steve Coleman