



**LAWTON YOUTH SPORTS TRUST AUTHORITY
REGULAR MEETING MINUTES**

**THURSDAY, MAY 9, 2024 – 2:00PM
LAWTON CITY HALL – 2ND 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 2nd 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: Albert Johnson, Steve Coleman, Carey Monroe, Randy Warren, Kelly Harris, Krista Ratliff, Mike Cowan, Hossein Moini

ABSENT: Brian Henry

ALSO PRESENT: Kobe Humble, City Clerk's Office; Eric Swanson, SW Ledger; Kim McConnell, Lawton Constitution; Larry Parks, Parks & Rec; Tim Wilson, Legal; Dewayne Burk, City Manager's Office; Matt Elliott, ESM

REPORTS:

- 1. Programs Committee – Receive a report from Moini regarding the activities of the Program Committee.**

No reports at this time.

- 2. Facilities Committee – Receive a report from Chairman Henry regarding the activities of the Facilities Committee.**

No reports at this time.

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

Larry Parks reported that numerous initiatives are currently underway in the Parks & Recreation Department. He provided the Authority with updates on all ongoing projects.

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

Elliott stated that they are currently in the midst of the spring season, with just a couple of weeks remaining. Fortunately, we've been able to navigate the weather effectively for our events, although the adult leagues have faced some challenges. Overall, we've managed to stay on schedule, accommodating makeup games as needed, and attendance for baseball and softball has been strong, which we are excited about.

Additionally, we have experienced a significant turnover in our team within a four-week period. The new members have already made a positive impact, successfully integrating into our operations and adapting to ongoing tasks. We are consistently tackling challenges, and I'm very proud of the new team that has joined us. We are in the process of launching our summer sports program, similar to last year, which will include baseball, softball, and a new basketball league. Our goal is to complete the season before school starts, giving kids the opportunity to adjust before transitioning into the fall program.

Additionally, we are awaiting a quote for the repair of existing fencing. This will focus on restoring current structures rather than adding new ones, addressing issues like rust and deterioration.

Elliott acknowledged Larry Parks and his team for their collaboration, particularly on maintenance tasks. Their support and assistance with equipment have been invaluable.

Warren inquired whether Elliott was monitoring the backstop at Ahlschlager Park number four.

Elliott confirmed that he is indeed tracking the backstop at Ahlschlager Park.

Moini voiced concerns regarding the concession stand at 17th and G, questioning the health department's approval for serving food from that location.

Monroe inquired whether the concession stand is currently open.

Elliott stated that it is open, and a significant part of our efforts involved extensive cleaning and deep sanitization.

Larry Parks indicated that he would look into the matter and explore how he could assist in addressing the situation.

Burk stated that part of the issue is the City of Lawton does not own that property; it is county land under lease, which is set to expire soon. The lease agreement includes provisions for water supply to the county.

Moini inquired whether the Authority has a long-term plan regarding the future use of the facilities.

Elliott stated that he and Chairman Henry have discussed the potential for when the lease expires, which is in about a year to a year and a half. We're considering relocating baseball to the east side and fitting 38th with more permanent, yet temporary, fencing. This would involve installing stanchions in the ground, allowing us to adjust the ball fields as needed for both youth and adult leagues. At this stage, we're not looking to make further investments in the 17th and G location, but renewing the lease is still an option we're contemplating. That's the direction we're currently considering.

Johnson mentioned reaching out to the County Commissioners regarding the condition of the concession stands.

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

Ratliff presented the Treasurer's Report from Hatch, Croke, and Associates for the periods ending March 31, 2024, and 2023, along with the financial statement from Eastern Sports Management for March 2024. Copies of these statements are available from the City Clerk's office upon request.

Motion by Harris, **Second** by Warren, to approve the Treasurer Report from Hatch, Croke, and Associates as well as corresponding financial statement(s) from Eastern

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Sports Management. **AYE:** Johnson, Moini, Monroe, Cowan, Ratliff, Warren, Coleman, Harris. **NAY:** None. **Motion Passed unanimously.**

BUSINESS ITEMS:

6. Discuss the Scope of Services for a design consultant and take action as deemed necessary.

Moini noted that no voting would take place on this item. He encouraged the Authority members to reach out to Chairman Henry with any questions, additions, or deletions regarding the scope, as he has been in communication with John Wack about the potential services ESM can provide. This serves primarily as an informational piece.

Ratliff stated that the delineation between phases in the design and build process may raise questions about why certain elements are categorized in Phase Two rather than Phase Three. This separation reflects a natural stopping point in the project's progression.

Monroe inquired about the estimated timeline for completing all phases of the project.

Moini mentioned that he was uncertain about the timeline but emphasized the importance of reviewing the information before a potential vote at the next meeting.

NO ACTION was taken on this item.

7. Consider approving an extension of real estate purchase contracts.

Moini reported that the process of purchasing the land is ongoing, but there have been challenges with the survey which have caused delays. To accommodate this, they need to extend the real estate purchase agreement by 60 days, as it is set to expire on May 13th. He expressed hope that the process would not take the full extension period.

Motion by Harris, **Second** by Ratliff, to approve an extension of real estate purchase contracts. **AYE:** Monroe, Cowan, Ratliff, Warren, Coleman, Harris, Johnson, Moini. **NAY:** None. **Motion Passed unanimously.**

8. Consider approving the proposed LYSA Budget for FY 2024-2025.

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Ratliff presented the proposed budget that was distributed to the Authority members. A copy of the budget is available upon request at the City Clerk's Office.

Harris inquired whether the \$347,000 allocated for COL Support Programs was a new addition to the budget.

Ratliff clarified that while the \$347,000 for COL Support Programs includes some funds already budgeted for the current year, the total amount represents a new allocation for the upcoming budget.

Johnson asked about the revenue for lakes, is it up or down.

Elliott clarified that revenue from the lakes has actually increased by about 10% compared to the initial projections for this fiscal year, with an overall increase of approximately 60% from previous years.

Harris inquired about the expenses.

Elliott stated that the projected expenses are roughly the same.

Burk inquired whether the Authority currently has the \$700,000 available.

Ratliff clarified that the \$700,000 is not currently in escrow; it remains with the City of Lawton. This amount, along with the \$350,000 from McMahon, will offset the purchase cost.

Motion by Harris, **Second** by Monroe, to approve the proposed LYSA Budget for FY 2024-2025. **AYE:** Cowan, Ratliff, Warren, Coleman, Harris, Johnson, Moini, Monroe. **NAY:** None. ***Motion Passed unanimously.***

Burk expressed a request from the City of Lawton staff standpoint, for the budget to be provided earlier in the process to assist in planning. Having the budget in advance would help the Finance Director incorporate the necessary figures, especially if there are significant changes, as waiting until later could lead to complications. He noted that March 1st would be a good deadline.

ADJOURNMENT

Motion by Johnson, **Second** by Monroe, to adjourn the May 9, 2024 meeting. **AYE:** Ratliff, Warren, Coleman, Harris, Johnson, Moini, Monroe, Cowan. **NAY:** None. ***Motion Passed unanimously.***

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There will be no further business, the meeting adjourned at 2:35 P.M.

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