



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

**THURSDAY, AUGUST 8, 2024 – 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, Steve Coleman, Hossein Moini, Carey Monroe, Randy Warren

ABSENT: Kelly Harris, Krista Ratliff, Mike Cowan

ALSO PRESENT: Kobe Humble, City Clerk's Office; Eric Swanson, SW Ledger; William Miller, ESM; Kim McConnell, Lawton Constitution; Mitchell Dooley, Parks & Rec; Melissa Whaley, Legal

REPORTS:

1. Facilities Committee – Receive a report from Chairman Henry regarding the activities of the Facilities Committee.

Chairman Henry stated that he will reserve the major item for the agenda, but wanted to address the discussion had last month. The Programs Committee has largely fulfilled its initial responsibilities. With the recent presentations from Miller and Matt regarding the other facilities, it has become clear that we need to reassess our committee assignments. We currently have the Sports Complex Building Committee and the Outdoor Facility Committee. We might consider renaming them to better reflect their focus, such as Indoor and Outdoor Facilities. These committees are established by appointment, so if you have a preference

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or expertise to offer, please let me know within the next week. He stated that he doesn't want the valuable work done by ESM on other facilities to be overlooked, as these fields are crucial for our activities. If you prefer to stay with your current committee or would like to switch to the Outdoor Facility Committee, please inform me. Otherwise, I will contact everyone to gauge preferences and determine how best to divide the work, as it is a significant task.

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

No report at this time.

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

Miller announced that, as we transition into the fall season, registration will close on September 1st. We anticipate most registrations will come in over the next three weeks with the return to school.

Miller stated this fall, we are introducing new offerings, including adult kickball. Additionally, as of today, we have launched the "Little Ballers" classroom sessions that we discussed last month. This program is designed for children ages 4 to 12 and focuses on developmental courses. It provides small-group sessions with coaches, rather than one-on-one instruction, to enhance their skills and experience. We are very excited about the launch of this program. These sessions will run through October and November.

Miller highlighted that, based on discussions with Elliott, marketing is an area where we need to significantly increase our investment. To address this, I have partnered with Lynn Cordes and Ashley Henry at LPS. They will be launching a campaign on the new Peach Jar platform. In addition, we have ordered 40 yard signs, which will be placed around public parks and playground areas. We have allocated approximately \$200 for this initiative. These signs will advertise that registration is open for fall sports and youth sports, helping to boost awareness and participation. Additionally, we will be deploying double-sided vinyl banners around town to promote youth sports. These banners will help increase visibility and awareness of our programs.

Miller also stated that at the end of this month, he will be attending a booster sanctioning meeting with LPS. During this meeting, he plans to

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present alongside LPS to all the booster clubs seeking sanctioning. This will provide an opportunity to explain our programs, outline how we can support them, and discuss any necessary steps to assist them effectively.

Coleman inquired about the number of schools that have booster clubs.

Miller stated that he is unsure of the number of schools with booster clubs at this time.

Chairman Henry stated that, for the past couple of years, there have only been two schools with booster clubs: Flower Mound and Woodland Hills.

Monroe mentioned that she has been asked to join the booster club for Eisenhower Elementary, as they are in the process of starting one.

Chairman Henry noted that he knew there were booster clubs, but LPS had halted the sanctioning process several years ago.

Miller mentioned that he previously served as the booster president for Sullivan Village and is familiar with the process. He believes his experience will be beneficial in easing concerns. Regarding LPS, we have encountered some red tape with facility usage, but we are actively working through these issues. I have involved Dr. James in the process. I have submitted requests for four different facilities—LHS, EHS, CMS, and EMS—covering football, volleyball, and the new “Little Ballers” program. Two of the schools have already declined our requests, and I have not yet received responses from the other two yet. It has been a 2-3 week process. Dr. James has intervened after speaking with Central Middle School, and he will assist with the process moving forward.

Monroe asked if Miller could create and post an announcement on social media about the “Little Ballers” program, as she was planning to share a post but found that none currently exists.

Miller confirmed that he will handle the social media post. He mentioned that he just received confirmation that the program has been added to the website today, which will significantly boost its visibility moving forward.

Chairman Henry inquired about the fall football schedule. Where will these games be held.

Miller explained that the initial discussion with Gary Dees indicated that both Lawton High School (LHS) and Eisenhower High School (EHS) would be available for use. However, after submitting the forms, Lawton High School has not confirmed availability, and Eisenhower High School has now declined. Dr. James is now involved to address these issues, as we had previously been informed that we would be permitted to use the facilities, but the high school itself has since declined.

Johnson raised a couple of observations based on feedback from a parent at a session he attended yesterday. The first concern was about cancellations and whether there is a 24/7 phone number that parents or coaches can call to report issues or confirm changes. This issue arose when weather-related changes affected program dates, and parents needed to contact someone outside regular hours to address scheduling conflicts.

Miller responded that there is a phone number listed on the website that he has access to 24/7. Additionally, he has launched a new communication app that will be integrated into PlayLawton. The entire PlayLawton staff is already using this app, and it will be rolled out for fall sports. The app will facilitate communication by allowing all coaches and interested parents to log in and access a chat platform. This will complement existing communication methods, such as Facebook posts and emails, and will function similarly to other communication apps like GroupMe.

Johnson asked if coaches and parents would need to download the app to use it.

Miller stated correct, it will be an app that coaches and parents will need to download to use. However, it can also link to their email if preferred. One of the major concerns with youth sports communication is that people often don't check their email regularly during work hours to find out about cancellations. The new app aims to address this issue by providing timely updates directly. Once a cancellation is confirmed, such as due to storms, the app will send notifications promptly. The app is free for users.

Johnson stated that the second point raised was about scheduling. The parent, whose daughters are involved in dance, noted that their dance season begins around July or August, and they can choose their preferred class days at that time. However, our sports schedules are often released later, which can create conflicts for families trying to balance both

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activities. The parent's broad request is whether it would be possible to establish a consistent schedule, such as allowing 6U girls' softball games to be held on Tuesdays every year. This would help families plan their activities more effectively.

Miller stated absolutely. While it's too late to make a significant impact on fall registrations, I plan to address this for winter registrations. To improve the process, I will start the registration period about a month earlier than before. Currently, registrations end only two weeks before the first games, which doesn't provide sufficient time for families to meet their coaches, gather necessary information, and prepare adequately. For example, winter sports registration will now be open from September through November. This change will allow us the entire month of December to plan the schedule, provide coach contact information to parents, and ensure everything is in place before the season begins.

Chairman Henry mentioned that this is an interesting point. While it's true that trying to accommodate every request can be challenging, standardizing league schedules on certain nights could address many issues.

Monroe also mentioned that it would be a great idea.

Miller mentioned that the difficulties with facility use often stem from not having full control over the properties, unlike with our baseball facilities. When setting up the fall seasons, Elliott's approach was to maintain consistency by repeating the previous season's schedule—playing on Mondays, Tuesdays, and Thursdays. Moving forward, we aim to establish more predictable schedules to streamline planning and reduce conflicts.

BUSINESS ITEMS:

4. Consider approving the minutes of the July 8, 2024 and the July 18, 2024 meetings.

Chairman Henry noted that, as you may have seen in Kobe's email, which was sent out late due to internet issues, we have received the minutes from the July 18th meeting. However, the minutes from the July 8th meeting are still unavailable.

The July 8, 2024 meeting minutes were STRICKEN from this agenda item.

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Motion by Moini, **Second** by Warren, to approve the July 18th meeting minutes. **AYE:** Henry, Johnson, Moini, Monroe, Warren, Coleman. **NAY:** None. Motion Passed unanimously.

5. Consider approving the third Amendment to the Real Estate Purchase Agreement with Donna Richards Cooper and the Frank L. Richards 1992 Revocable Living Trust and take action as deemed necessary.

Chairman Henry stated that this update ties into the Facilities Committee. All structures required to be demolished per the contract have been removed. The survey is now complete and features an extensive legal description, which may be the longest he has seen in a considerable time. The survey is complete, and all relevant details, including easements, curb cuts, and fire hydrants, are included, making it very useful for future proceedings. Regarding the title commitments, we have those in hand. Chairman Henry recalled mentioning at the last meeting that the title attorney had identified two requirements: a quitclaim deed to be signed by the heirs of Nick Richards' family and the release of a notice of pendency. The heirs' attorney has informed Donna's attorney that they are agreeable to signing these documents. They requested to review the survey before signing, which they have now received.

Chairman Henry stated that he has not received any indication that the heirs are unwilling to sign the necessary documents, so everything appears to be proceeding as planned. He has requested Donna to discuss a 30-day extension with her attorney as a precautionary measure in case there are delays. The finance team is prepared and has the forms ready to issue the remaining \$650,000, so we are set to move forward.

Coleman inquired if there were any easements running across the middle of the property that might have caused issues.

Chairman Henry confirmed that, while there were many easements, none of them ran across the middle of the property.

Motion by Warren, **Second** by Monroe, to approve the third Amendment to the Real Estate Purchase Agreement with Donna Richards Cooper and the Frank L. Richards 1992 Revocable Living Trust. **AYE:** Johnson, Moini, Monroe, Warren, Coleman, Henry. **NAY:** None. Motion Passed unanimously.

ADJOURNMENT

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Motion by Warren, **Second** by Johnson, to adjourn the August 8, 2024 meeting.
AYE: Moini, Monroe, Warren, Coleman, Henry, Johnson. **NAY:** None. Motion
Passed unanimously.

There will be no further business, the meeting adjourned at 2:18 PM.

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