



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

LAWTON CITY HALL- 212 SW 9TH STREET, LAWTON, OKLAHOMA

2ND FLOOR CONFERENCE ROOM

WEDNESDAY, JUNE 28, 2023, 10:00 A.M.

Chairman Henry called the meeting to order at 10:00 a.m. in the Second Floor Conference Room of City Hall. Notice of special meeting and agenda were posted on the City Hall notice board as required by law.

I. CALL TO ORDER/ ROLL CALL

PRESENT: Brian Henry, Hossein Moini, Carey Monroe, Albert Johnson Jr., Kelly Harris

ABSENT: Krista Ratliff, Randy Warren, Steve Coleman

ALSO PRESENT: Tammy Branstetter, COL Sr. Deputy City Clerk; Kobe Humble, COL Deputy City Clerk; Kim McConnell, Lawton Constitution

II. BUSINESS ITEMS:

A. Consider awarding the scope of work bid for mowing and weed eating at Eastside Park, McMahon Park, and Ahlschlager Park for FY 2023-2024 to the lowest bidder – Red River Lawn and Landscape.

Chairman Henry said that the Authority did receive four responses back from contractors. Two of them being no-bids and the other two from Garza's Green Grass and Red River Lawn and Landscape.

Chairman Henry gave background information on both bidders.

Chairman Henry noted that he formally sent out nine separate bid packets to companies as well as personally speaking with all but one of them.

Chairman Henry stated that the qualification for bidding is that they had to be in business for at least two years and have more than just residential contracts. Both contractors who submitted bids did qualify.

Chairman Henry said that the low bidder was Red River Lawn and Landscape. He added that it is a nine-month contract, but they asked to be paid over 12 months.

Chairman Henry stated that Mike Cowan shared his advice regarding the bid winner. Chairman Henry spoke on some things that Mike Cowan wanted to make sure was done.

Chairman Henry noted that all contractor requirements are listed in the contract.

Chairman Henry said that Mike Cowan wanted clarification on who would be doing the field prep before games.

Motion by Johnson, Second by Moini, to award the scope of work bid for mowing and weed eating at Eastside Park, McMahon Park and Ahlschlager Park for FY 2023-2024 to the lowest bidder – Red River Lawn and Landscape. **AYE:** Johnson, Moini, Monroe, Henry, Harris. **NAY:** None. ***Motion Passed.***

Chairman Henry stated that he notified the two qualifying bidders prior to the meeting, that there is a delay in notification of the winner. He said that both bidders are prepared to start the contract.

Johnson wanted to clarify that regardless of the work currently being done on the fields, the contractor will just be maintaining them until the maintenance work is completed.

Chairman Henry stated that most of the work being done on the fields is not related to the grass.

Chairman Henry said that the maintenance work should be completed at Ahlschlager Park and maintenance work will begin at McMahon Park next.

Chairman Henry stated that the spring season is over, so the mowing would not affect those games.

Chairman Henry noted that both bidders were aware that the grass may be taller than what they will mow in the future.

III. ADJOURNMENT

Motion by Monroe, Second by Harris, to adjourn the June 28, 2023, special meeting. **AYE:** Moini, Monroe, Henry, Johnson, Harris. **NAY:** None. ***Motion Passed.***

There will be no further business, the meeting adjourned at 10:10 AM.