



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

**MONDAY, JULY 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, Kelly Harris, Hossein Moini, Albert Johnson, Mike Cowan

ABSENT: Carey Monroe, Steve Coleman, Krista Ratliff, Randy Warren

ALSO PRESENT: Kobe Humble, City Clerk's Office; Eris Swanson, SW Ledger; William Miller, ESM; John Wack, ESM; Matt Elliott, ESM; Kim McConnell, Lawton Constitution; John Andrew, City Attorney; Melissa Whaley, Legal

BUSINESS ITEMS:

1. Consider approving the minutes of the June 13, 2024 meeting.

Motion by Johnson, **Second** by Cowan, to approve the minutes of the June 13, 2024 meeting. **AYE:** Henry, Johnson, Moini, Cowan, Harris. **NAY:** None. Motion Passed unanimously.

2. Consider approving the amended FY 2024-2025 LYSA Budget and take action as deemed necessary.

Chairman Henry stated that the various elements discussed will intersect with both the current budget amendment and Item C, the Support

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Agreement. Initially, the amended budget was intended to reallocate unspent CIP funds from FY24. However, there appears to have been a miscommunication or misunderstanding on my part regarding the rollover funds. To address this, we need to revise our approach: specifically, we must allocate \$700,000 for the land purchase within this fiscal year. This amount pertains to the support agreement. Regarding the McMahon Grant funds, we have received \$350,000 from the previous year and are promised an additional \$150,000 upon the commencement of construction, which will complete their \$500,000 commitment for the first fiscal year. Construction starts by the end of March; we will also receive \$500,000 for this fiscal year. Please note that McMahon's fiscal year runs from April 1 to March 31.

Harris sought clarification on whether Chairman Henry was referring to Eastern Sports Management or McMahon.

Chairman Henry confirmed that he was referring to McMahon. He explained that the combined total of \$350,000 and \$150,000 amounts to \$500,000. He also noted that the \$150,000 is specifically allocated for construction or equipment, which is why it appears as operating income on the bottom line of the \$150,000. Chairman Henry also mentioned that if the CIP is approved, we will need to revisit and restructure the entire plan, as it will be time to proceed with construction. At that point, the funds will be allocated towards construction and/or equipment. Additionally, we will amend the budget to incorporate another \$500,000 from McMahon. Their total commitment spans six years, amounting to \$3,000,000.

Chairman Henry stated the figures for the City of Lawton support programs differ from those approved in May. Once again, this discrepancy will be categorized under miscommunication or misunderstanding. The number in question was the one submitted with the budget approval to the City Council. We had approved a request for \$347,000. I have asked Matt and Miller to review the budget and make necessary adjustments. The positive news is that, due to ongoing high enrollment in the program, the numbers do not appear inflated. Specifically, revenue from the league, concessions, tickets, and youth programming have all increased. This aligns with the recent end of summer baseball registration, contributing to continued growth in these figures. We believe this scenario is feasible. However, if necessary, we can revisit this issue and make further adjustments during the upcoming budget amendments. Originally, we had planned for \$347,000, so I wanted to highlight that the current number has changed.

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Chairman Henry noted that the total purchase price for the indoor facility, including all parcels, is \$1,000,000. The \$50,000 allocated for closing costs is considered quite high and will come from the McMahon \$350,000 grant. McMahon has permitted the use of these funds for both the purchase and associated costs. Any remaining funds not used for these purposes will be redirected towards construction or equipment.

Motion by Moini, **Second** by Harris, to approve the amended FY 2024-2025 LYSA Budget. **AYE:** Johnson, Moini, Cowan, Harris, Henry. **NAY:** None. Motion Passed unanimously.

3. Consider approving a Limited Support Agreement between the Lawton Youth Sports Trust Authority and the City of Lawton for FY 2024-2025 and take action as deemed necessary.

Chairman Henry stated that we have reviewed these figures four times over the past two years through various amendments. The most significant changes include the \$300,000 which represents our monthly draw over the year, and the \$700,000 in CIP funds designated specifically for the design, purchase, or lease of real property. The lease option was added as a contingency in case we needed to pivot due to issues at or before closing. He mentioned that he will provide updates on our progress with the next item on the agenda. Other than these updates, all figures remain consistent with the previous four reviews.

Motion by Moini, **Second** by Johnson, to approve the Limited Support Agreement between the Lawton Youth Sports Trust Authority and the City of Lawton for FY 2024-2025. **AYE:** Moini, Cowan, Harris, Henry, Johnson. **NAY:** None. Motion Passed unanimously.

4. Consider approving an extension on the sales contract for land purchase and take action as deemed necessary.

Chairman Henry stated that he had a conference call with Donna's attorney last Monday or Tuesday. The attorney reviewed the title work and identified several documents that likely need to be addressed to ensure a smooth transaction. The complexity of the transaction necessitates a thorough cleanup. The attorney noted that there were multiple transfers involving individuals and trusts, which could benefit from clarification. He suggested that executing some declarations, often referred to as "lis pendens" in legal terms, would help streamline the process. Additionally, there was a pending lawsuit related to this matter, but it has since been settled.

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Chairman Henry reported that the attorney is in contact with Donna's daughter-in-law and her side of the family. According to their attorney, everyone is in agreement, and the necessary documents will be signed but, our contracts expire on the 12th. The attorney's optimism is evident, as he has only suggested extending the deadline to the end of the month. We will likely close closer to the end of the month than initially anticipated because our support agreement, budget, and amended budget cannot be presented to the City Council until the 23rd. The plan is to close sometime before the 31st. All terms of the contract remain unchanged; the only modification is an extension of the deadline to July 31st.

Whaley asked Chairman Henry for the exact amount of the check to inform the finance department in advance. This is crucial due to the three-day turnaround for check processing, and there is uncertainty about whether a check has ever been issued on such a tight schedule.

Chairman Henry mentioned that he receives checks every month, submits them on Tuesdays, and picks them up on Friday afternoons. The check in question will be for \$700,000.

Moini inquired whether the McMahon funds are currently with the City.

Chairman Henry stated that the funds are not with the City; they are already in the Authority's account.

Chairman Henry provided an update that the tenant has moved out of the house. Donna mentioned that, unbeknownst to her, the tenants had pets. She gave the option to either steam clean the carpet or remove it at their own expense and leave the concrete floors exposed. As a result, the house now has concrete floors instead of the soiled carpet.

Harris mentioned that it will become an office anyways.

Chairman Henry confirmed that the plan is to use the house as a temporary office and staging area for construction. Afterward, a decision will be made regarding its future use.

Motion by Harris, **Second** by Johnson, to approve the extension on the sales contract for land purchase. **AYE:** Cowan, Harris, Henry, Johnson, Moini. **NAY:** None. Motion Passed unanimously.

ADJOURNMENT

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Motion by Harris, **Second** by Cowan, to adjourn the July 8, 2024 special meeting. **AYE:** Cowan, Harris, Henry, Johnson, Moini. **NAY:** None. Motion Passed unanimously.

There will be no further business, the meeting adjourned at 2:14 PM.

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