



MINUTES
LAWTON YOUTH SPORTS TRUST AUTHORITY
SPECIAL MEETING
LAWTON CITY HALL- 212 SW 9th Street, Lawton, Oklahoma
3rd FLOOR CONFERENCE ROOM
THURSDAY, SEPTEMBER 8, 2022 2:00 P.M.

Chairman Henry called the meeting to order at 2:00 p.m. in the Third Floor Conference Room in City Hall. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

I. ROLL CALL

PRESENT:

Sean Fortenbaugh
Brian Henry
Albert Johnson, Jr.
Hossein Moini
Carey Monroe
Clint Powell
Randy Warren
Steve Coleman

ABSENT:

Krista Ratliff

ALSO PRESENT:

Dewayne Burk, Deputy City Manager
Michael Cleghorn, City Manager
Tim Wilson, City Attorney's Office
Christine James, Parks & Rec Director
Matt Elliott, Eastern Sports Management (Via Phone)
Donalynn Blazek-Scherler, Recording Secretary
Kim McConnell, Lawton Constitution
Eric Swanson, Southwest Ledger

I. REPORTS

A. Programs Committee- Receive a report from Moini and take action as necessary.

Chairman Henry stated I have just a quick update, and we will combine the Programs and Facilities meetings. We introduced John Wack, the Principal at Eastern, to Kevin Hime and Jason James with Lawton Public School. The relationship between LPS, Eastern, and us, well, we have to be tied at the hip. We share facilities, their kids are our kids, and our kids are their kids. We wanted to make sure all the folks got to meet each other. As we push forward, we may see where there may be even more opportunities for things in the future, potentially. We use the LPS facilities for volleyball and basketball right now. They have plans

for some improvements that may benefit some of the youth sports programs and vice-versa.

- B. Facilities Committee-** Receive a report from Chairman Henry and take action as necessary.

Chairman Henry stated for those of you that thought the facilities committee wasn't going to do anything, we're really about to ramp up on that. We did have some discussion with John and mentioned it to Michael as well. It's time to start looking back at the facility, or the complex as we were calling it, to see what that might look like. Be on the look out in the next couple of weeks as we get that process started.

- SKIP TO: D. Eastern Sports Management-** Receive a report from Eastern Sports Management and take action as necessary.

Elliott stated I have a few quick updates on Fall Season, and then I have a little bit about Winter Season programming. Just to give you an idea on systems implementation system, Day Smart, the platform we use to register and house player cards, coaching cards, waivers, and things like that, is operational in all facets. We have seen a lot of positive feedback in the community so far with the ease of use of the system and the level of ability to store things online. Previously, things were just kept as paper documents, so the community has been pleased with that so far.

Elliott stated as far as our teams go, we currently have 42 teams registered in total. That includes 29 youth teams and 13 adult softball teams. We're still anticipating adding a couple here as registrations winds down. We are finalizing rosters, and we will have schedules coming out on Monday. Coaches' meetings and refs' meetings will be next week. Booster club members and presidents are invited to attend those as well.

Elliott stated from a people standpoint, we are finalizing the hiring of what used to be referred to as a "facility supervisor". We refer to them as "league marshals", but it's basically the same job description with different terminology. We're finalizing reaching out to referees and getting them scheduled.

Chairman Henry asked if the youth numbers were for volleyball and football together.

Elliot stated yes, that's both volleyball and football. I can give you the breakdown by age. Starting with flag football, kindergarten through 1st grade has 6 teams, 2nd and 3rd has 8 teams, and 4th and 5th grade has 3 teams pending a 4th. We may get creative in that league with how we're scheduling. The idea is that we can potentially schedule against YMCA teams as well just to create a better league environment with more competition. I have a meeting with John at the YMCA on Tuesday to discuss how we can organize that.

Monroe stated we've played against Boys and Girls Club in the age groups for flag. There's also Flowermound and Bishop. I would reach out to them as well.

Moini stated Flowermound is playing in this league.

Elliott stated for youth tackle, we have 4 teams in the 4th and 5th grade with a 5th team pending a couple players. That's it as far as tackle football goes. For youth volleyball, we have 3 10U teams and 4 12U teams as it stands right now. For adult softball, we have 5 teams currently registered in the men's league and 8 teams registered in the co-ed league with 2 more pending. The pending teams are not counted in the numbers we currently have registered.

Chairman Henry thanked Elliott for his time and for pulling away to provide an update.

Elliott stated he would like to add that he appreciates the welcoming environment of the community and everyone involved. He stated he thinks everyone has been collaborative and constructive and helpful and welcoming. It has made his job infinitely easier.

Elliott stated the only other thing he has is a tidbit about Winter sports. He believes Parks and Rec ran basketball last year with no other offerings. He stated one of the ideas we are toying with, as far as Winter sports go, is futsal. That way we can offer somewhat of an indoor soccer, which could be a unique opportunity. We're also looking at continuing the volleyball season and reaching out to Lawton Public Schools to see if we can get a Winter season. In addition to that, we are looking at some of our skills development programs. We can have kids at a young age building skills, and they might proceed into one of our leagues as they get older. That's our process and our foundation. It really starts at a young age with youth sports, and as they grow, they become more involved. Those are just some tidbits we are looking at for Winter and some programming opportunities as well as they come up.

Monroe stated did he say football or futsal.

Chairman Henry stated he said futsal.

Elliott stated it is currently all the rage.

Monroe stated I'm excited we'll get to try it out and see what the community interest is.

Elliott stated yes, it's a lot of fun, and kids like it a lot. It's a fast sport because it's played on a hard court, so the ball moves quickly. It's a nice way to develop soccer skills because it's a much more skill-based sport since the ball moves quicker. It's really a good way for kids, especially ones that aren't used to playing soccer in the wintertime, to continue to develop skills.

Coleman stated he had someone reach out to him about officiating and asked Elliott if they should just contact him to ask those questions.

Elliott stated yes, they can just reach out to me. They can either email the program at the Play Lawton email, they can call the phone number on the website, or they can call my cell phone number. I'm trying to make myself as available as possible. We're currently working on organizing officials and getting schedules for them, so anyone that is interested, just have them reach out.

Moini stated he would like to ask James for feedback about how things have been as far as the relationship with the team since she has been working closely with them.

James stated easy-peasy. I've met Matt, Andrew, and John. They've all had shifts of two or more of them together at one time. They've been easy to work with. They have taken what little information I could provide them with and just ran with it. We've given them a list of names and phones, and they've done all the contacting. We've had a pretty good response from the public as well.

Chairman Henry stated there was a surprise in there. Adult softball?

James stated yes, they are going to take over and run it. They said they would do it, and they are used to doing it. They volunteered, and I said sure. They are used to running hundreds of sports at one time, so they thought that with adult softball some of the kids would be interconnected. We just didn't have enough for them to do. They have mentioned other adult sports as well.

Chairman Henry stated he has heard they run an adult volleyball league.

James stated those are the parents of the kids who are playing, so it's just a good building block for them.

BACK TO: C. Parks & Recreation- Receive a report from the City of Lawton Parks & Rec Division and take action as necessary.

James stated the only other thing she has is a usage agreement that is in draft form in the attorney's office now. It's regarding the facility at Eastside Ballpark.

Chairman Henry asked that when that is done, it be sent to him. He stated the Facilities Committee will be the sounding board for that.

James stated I started with the agreement we used to have with LPS and just tweaked it to match our situation.

Chairman Henry asked if the usage agreement for the gyms for volleyball are already in place.

James stated no because youth sports was coming along, so we didn't pursue that. She stated there is usually a blanket agreement with LPS that's already in place through the City. Then, we have a usage agreement with each principal at each school that we use.

Chairman Henry stated we had quite a bit of conversation with Kevin and Jason last week as well. I think to say they are all in is an understatement.

James stated yes. They usually use Central Middle School. That principal there has apparently been there for some time, so it would be routine for them to enter into an agreement like that.

Monroe stated the Activities Director for Lawton High voiced concerns to me because I think they are remodeling their gym, or something. She's concerned about the LPS teams and practice space and conflicts there. She stated I haven't heard anything in this arena about it.

James stated that's why we have a big one that says "yes, we'll work together", and then an individual one with each school. The school used to provide us with that school's schedule, and we would work around the school schedule. So, that would depend on if Lawton High was using Central's building or something like that. They would provide us with that information.

II. BUSINESS ITEMS:

A. Consider approving the minutes of the August 17, 2022 meeting.

Motion by Monroe, **Second** by Warren, to approve the minutes of the August 17, 2022 meeting. **AYE:** Henry, Johnson, Moini, Monroe, Powell, Warren, Coleman, Fortenbaugh. **NAY:** None. ***MOTION PASSED.***

B. Consider accepting the recommendation that Hatch, Croke, and Associates act as the accounting firm for Lawton Youth Sports Trust Authority and take action as deemed necessary.

An engagement letter between Lawton Youth Sports Trust Authority and Hatch, Croke, and Associates was provided. A copy of this engagement letter is available in the City Clerk's Office.

Chairman Henry stated Scott's office does a lot of work for the City of Lawton and their various trusts and authorities. All of the legal language is in there, but basically, they will put together all of our books, like the revenues and expenditures. They will also assist in submitting the payment requests through the City for reimbursement of services.

Chairman Henry stated by the way, when Eastern started, they said they wouldn't ask for their first reimbursement for 45 days.

Moini stated we are getting there pretty quick, though.

Chairman Henry stated yes, we're about to have to do that.

Chairman Henry stated he has had discussions with Scott about the volume that he sees right now. Instead of a flat fee each month that would start at \$500.00 or more, he is willing, because it's the sports authority, to charge an hourly fee that totals up to no more than \$500.00. The breakdown is \$65.00 an hour for an admin person, \$125.00 an hour for a CPA, and Scott thinks combined it would be an average of \$75.00 an hour for what we will be doing. There may be months where it is \$500.00, like at the beginning while we are getting it all set up, or at the end when we are putting everything together, but overall, it will be less than the \$500.00 flat fee.

Chairman Henry stated we did approve the budget, and so did City Council. We have money in there for financial services to include an audit at the end of the year, so we do have a place in the budget for this. He stated one other thing is that they will prepare the checks, our executive team will sign them, and they will also prepare any 1099's of ours. That will not include Eastern's 1099's. There will be a few of those because Eastern will hire all of those folks.

Motion by Warren, **Second** by Fortenbaugh, to accept Hatch, Croke, and Associates to act as the accounting firm for the Lawton Youth Sports Trust Authority and authorize execution as necessary.

III.ADJOURN

Motion by Warren, **Second** by Moini, to adjourn the meeting of September 8, 2022. **AYE:** Moini, Monroe, Powell, Warren, Coleman, Fortenbaugh, Henry, Johnson. **NAY:** None. ***MOTION PASSED.***

There be no further business, the meeting adjourned at 2:23 PM.