

FISTA Development Trust Authority

Board Meeting Minutes

January 3, 2023 at 3:15 p.m.
Lawton City Hall First Floor, Banquet Hall
212 SW 9th Street, Lawton, Oklahoma

Trustees Present: Mark Brace, Barry Ezerski, Clarence Fortney, Brian Henry, Albert Johnson, Jr., Phil Kennedy, David Madigan, and Ron Nance

Ex-Officio Present: Michael Cleghorn, Vincent Saylor and Jace Zacharias. Also in attendance was Assistant Treasurer Dani Blackburn

Trustees Absent:

Ex-Officios Absent:

Staff Present: Teira Cole

Guests: Matina Davis, Aquarion Yarborough, Matt Thomas, Alan Hampton, Kim McConnell, RL Smith, Jason Wells and Christal Thompkins

AGENDA

- I. Call to Order/Roll Call**
- II. Introduction of Guests**
- III. Business**
 - A.** Consider approval of minutes of the Trust meeting on December 6, 2022
RECOMMENDED ACTION: Mr. Henry moved to approve the minutes of the Trust meeting on December 6, 2022; Mr. Ezerski seconded the motion. The motion passed unanimously; a copy of the minutes attached and on file with the Office of the City Clerk.
 - B.** Consider approval of October 2022 financials
RECOMMENDED ACTION: Mr. Kennedy presents the financials. Mr. Brace moved to approve the October financials; Mr. Ezerski seconded the motion. The motion passed unanimously; a copy of the financials attached and on file with the Office of the City Clerk.
 - C.** Consider approval of the Allowable Costs of Work Principles Policy required by grant awards of federal funds to the Trust and, if approved, authorize the Chair and Secretary to execute the Policy.

RECOMMEDED ACTION: Mr. Henry moved to approve the Policy for awards of federal funds. Mr. Madigan seconded the motion. The motion passed unanimously; a copy of the Policy is on file in the Office of the City Clerk

- D.** Consider approval of an Engagement Letter with Tradesman Architectural Studios for services associated with designing, bidding, and construction administration of finished tenant space for CEMA AI within the FISTA/former Sears Building and if approved, authorize the Chair and Secretary to execute the Letter.

RECOMMENDED ACTION: Mr. Kennedy moved to approve the Engagement Letter; Mr. Brace seconded the motion. The motion passed unanimously a copy of Engagement Letter is on file in the Office of the City Clerk.

- E.** Consider approval of the Lawton Business Women's nomination of Yvonne Landmark to fill the Lawton Business Women's Ex-Officio vacancy.

ACTION: Mr. Ezerski moved to approve the nomination; Mr. Nance seconded the motion. The motion passed unanimously.

- F.** Consider general liability insurance quotes and select a policy providing coverage for the Central Plaza and premises (Bids are on file in the Office of City Clerk)

ACTION: Mr. Johnson Jr. moved to approve a general liability policy; Mr. Brace seconded the motion. The motion passed unanimously.

IV. Reports

FISTA Staff

InTouch/InSight Property Manager – Mr. Wells reported on Central Plaza events
Trustees/Committees

Construction-Mr. Ezerski indicated the committee did a walk through with Smith and Pickel– Mr. Thomas gave construction update – RTU delayed – temp units will be set and Smith & Pickle will pay the costs of the temp units.

Nominating-Mr. Kennedy – No report

Budget-Mr. Fortney talked about mid-year budget review to determine a budget for other positions at the FISTA such as security.

Security and Clearance-Mr. Johnson spoke about the Raytheon visit and their appreciation for the consideration taken when building out the FISTA

Anechoic Chamber-Mr. Saylor talked about an upcoming visit to Austin to meet with ETS Lundgren

Commercial Counter UAS-Ms. Ellis spoke of the upcoming meeting
January 12th

Strategic Plan-Mr. Brace said “more to come”

Mr. Zacharias announced that he has left Congressman Cole's office therefore will be resigning from the FISTA as an ex-officio. Mr. Fortney requested an official letter of resignation and Mr. Zacharias said he would send it soon.

V. Adjourn

This Notice of Meeting and Agenda was sent via email on December 29, 2022 at _3:10_p.m. to the following locations:

Lawton City Hall
Lawton Constitution

The FISTA Development Trust Authority encourages participation by all City of Lawton citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The 48-hour time period may be waived if an interpreter for the deaf (signing) is not the necessary accommodation.