FISTA Development Trust Authority
Board Meeting Minutes

March 7, 2023 at 3:15 p.m.
Lawton City Hall First Floor, Banquet Hall
212 SW 9th Street, Lawton, Oklahoma

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

Ex-Officio Present: Yvonne Landmark and Vincent Saylor. Also in attendance was Assistant Treasurer Dani Blackburn

Trustees Absent: Ron Nance and Randy Warren

Ex-Officios Absent: Michael Cleghorn

Staff Present: Brittany Foust

Guests: Gerry King, Jared Burk, R.L. Smith, Dee Ann Patterson, Tom Wilson, Matina Davis

I. Call to Order/Roll Call

II. Introduction of Guests

III. Business

A. Consider approval of minutes of the Trust meeting on February 7, 2023
RECOMMENDED ACTION: Mr. Henry moved to approve the minutes of the Trust meeting February 7, 2023; Mr. Brace 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 minutes of the Trust special meeting on February 10, 2023
RECOMMENDED ACTION: Mr. Ezerski moved to approve the special minutes of the Trust meeting February 10, 2023; Mr. Madigan seconded the motion. The motion passed unanimously; a copy of the minutes attached and on file with the Office of the City Clerk.

C. Consider approval of December 2022 financials
RECOMMENDED ACTION: Mr. Kennedy presented the financials. Mr. Johnson Jr. moved to approve the December financials; Mr. Brace seconded the motion. The motion passed unanimously; a copy of the financials attached and on file with the Office of the City Clerk.

D. Consider approval of a five (5) year Lease Agreement between the Trust and Herley Industries, LLC., for Suite A in FISTA I, formerly known as the Sears Building, and authorize the Chair and Secretary to execute the Agreement.
RECOMMENDED ACTION: Mr. Madigan moved to approve the 5 year lease; Mr. Henry seconded the motion. The motion passed unanimously; a copy of Lease Agreement and Exhibits are on file in the Office of the City Clerk.

E. Consider approval of a one (1) year Lease Agreement with the Board of Regents of the University of Oklahoma for Suite C in FISTA I, formerly known as the Sears Building, and authorize the Chair and Secretary to execute the Agreement.
RECOMMENDED ACTION: Mr. Ezerski moved to approve the 1 year lease; Mr. Johnson Jr. seconded the motion. The motion passed unanimously; a copy of Lease Agreement and Exhibits are on file in the Office of the City Clerk.
Note: Oklahoma law limits the term of the Lease Agreement entered into by a state entity to one (1) year at a time. The Lease Agreement provides the University of Oklahoma has the option to renew the Agreement for three (3) additional terms of one (1) year.

F. Consider approval of a renewal of the Professional Services Agreement with Krista Ratliff, as authorized in the original Agreement, for a period of six (6) months beginning in April 2023 under the same terms and conditions as the original Agreement.
RECOMMENDED ACTION: Mr. Henry moved to approve the renewal of the Professional Services Agreement for six (6) months; Mr. Ezerski seconded the motion. The motion passed unanimously; a copy of the Professional Services Agreement is on file in the Office of the City Clerk.

G. Consider approval of amendments to the Trust's Purchase, Finance & Accounting Policy/Appendices to reflect amendments to the Oklahoma Public Competitive Bidding Act and Public Construction Management Act for Political Subdivisons relating to public construction/improvements, and authorize the Chair and Secretary to execute the Amended Policy/Appendices.
RECOMMENDED ACTION: Mr. Madigan moved to approve the amendments to the Trust's Purchase, Finance & Accounting Policy/Appendices; Mr. Brace seconded the motion. The motion passed unanimously; a copy of Amended Policy/Appendices are on file in the Office of the City Clerk.

IV. Reports

FISTA Staff

Mr. Fortney read notes from Mrs. Cole, regarding the FISTA's first tenants, the DC Fly-In and handing out invitations to the Ribbon Cutting Ceremony on April 6, 2023

InTouch/InSight Property Manager

Mr. Wells talked about the foot traffic in the mall with the new shoe store and how it helped a kiosk make its monthly goal in 2 days.

Consultants

Dr. Krista Ratliff – Talked about the HUD money process and leading the pack in the ARPA funds.

Trustees/Committees

Construction-Mr. Ezerski – Permanent units are beginning to arrive.

Nominating-Mr. Kennedy – No report

Budget-Mr. Fortney – Finance Committee being assembled.

Security and Clearance-Mr. Johnson – No report

Anechoic Chamber-Mr. Saylor – Trip to Texas to better understand what the Anechoic Chamber is and what it can do.

Commercial Counter UAS-Ms. Ellis – Mr. Fortney spoke for Mrs. Ellis regarding the recent meeting at LRC and met with a representative from Aerospace in OKC.

Strategic Plan-Mr. Brace – Talked about how more staff is needed soon.

V. Adjourn

This Notice of Meeting and Agenda was sent via email on March 3, 2023 at __9:51__a.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.