

**FISTA Development Trust Authority
Board Meeting**

June 1, 2021 at 3:15 p.m.
Lawton City Hall First Floor, Banquet Hall
212 SW 9th Street, Lawton, Oklahoma

The meeting will be conducted in-person for all trustees and members of the public to attend.

AGENDA

- I. Call to Order/Roll Call**
- II. Introduction of Guests**
- III. Business:**
 - A.** Consider approval of minutes of the Trust meeting on May 4, 2021 and Trust Special Called Meeting on May 11, 2021
ACTION: Motion to approve/amend/disapprove minutes
 - B.** Consider approval of April 2021 financials
ACTION: Motion to approve/amend/disapprove financials
 - C.** Consider approval FY22 Slate of Trustees
ACTION: Motion to approve FY22 Slate of Trustees
 - D.** Consider approval of FY22 Slate of Officers
ACTION: Motion to approve FY22 Slate of Officers
 - E.** Consider approval of amendment to the FISTA Purchase, Accounting & Finance Policy (Copy of the proposed Amended Policy is on file in the Office of the City Clerk)
RECOMMENDED ACTION: Motion to approve amended Policy
 - F.** Consider approval of FY22 FISTA Budget
ACTION: Motion to approve FY22 FISTA Budget
 - G.** Consider approval of Engagement Letter submitted by Robert D. Turner, CPA to prepare the FY21 FISTA audit (Copy of the Engagement Letter is on file in the Office of the City Clerk)
RECOMMENDED ACTION: Motion to approve Engagement Letter

- H. Consider approval of a FISTA Policy on the creation, composition, authority, and responsibilities of FISTA committees (Copy of Proposed Policy is on file in the Office of the City Clerk.)

RECOMMENDED ACTION: Motion to approve the proposed Policy

- I. Consider approval Central Mall Renewed Management and Maintenance Contract with Intouch Management Services and Insight Commercial Real Estate Brokerage for FY 2020-2021, including the proposed budget attached as Appendix "B" (Copy of Proposed Renewed Contract and Appendix "B" is on file in the Office of the City Clerk)

RECOMMENDED ACTION: Motion to approve Renewed Agreement, including the proposed budget attached as Appendix "B"

IV. Reports

**FISTA Director
InTouch Property Manager
InTouch CPA
Trustees/Committees**

VI. Executive Session

- A. Pursuant to Title 25, Okla. Stat., Section 307B.1., consider convening in executive session to discuss the employment and performance of the FISTA Development Trust Authority Director and, if necessary, take appropriate action in open session.

RECOMMENDED ACTION: Motion to convene in executive session

V. Adjourn

This Notice of Meeting and Agenda was sent via email on May 28, 2021 at ____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.