FISTA Development Trust Authority
Board Meeting Minutes

Lawton City Hall Banquet Hall
212 SW 9th Street, Lawton, Oklahoma 73501
June 1, 2021 @ 3:15 p.m.

Trustees Present: Dani Blackburn, Mark Brace, Barry Ezerski, Clarence Fortney, Phil Kennedy, Ron Nance, Bridget Randle. Also, in attendance were Teira Cole and James Taylor.

Trustees Absent: Jay Burk, Scott Chance, Albert Johnson, Jr. and David Madigan

Guests: Nena Hardy, Jason Wells, Deann Patterson, Michael Cleghorn, and Rich Rogalski

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**
ACTION: Mr. Ezerski moved to approve the minutes of the Trust Meeting on May 4, 2021, with a modification to correct the typo at the top of the minutes from May 6, 2021, to May 4, 2021; Mr. Kennedy seconded the motion. The motion passed unanimously; copy of the minutes attached.

B. **Consider approval of minutes of the Trust Special Called Meeting on May 11, 2021**
ACTION: Mr. Brace moved to approve the minutes of the Trust Special Called Meeting on May 11, 2021; Mr. Ezerski seconded the motion. The motion passed with the votes casted as follows: Mark Brace-yes, Barry Exerski-yes, Clarence Fortney-yes, Phil Kennedy-abstain (due to his absence at the May 11th meeting), Ron Nance-yes, and Bridget Randle-yes; copy of the minutes attached.

C. **Consider approval of April 2021 financials**
ACTION: Ms. Randle presented the financials; Mr. Kennedy moved to approve the financials as presented; Mr. Brace seconded the motion. The motion passed unanimously; copy of the financials attached.

D. **Consider approval of FY22 Slate of Trustees**
ACTION: Mr. Kennedy (Committee Chair) presented the Slate of Trustees; Mr. Nance moved to approve the Slate of Trustees to reappoint the At-Large Trustees as Mark Brace, Bridget Randle, and Phil Kennedy; Mr. Ezerski seconded the motion. The motion passed unanimously; copy of the Slate of Trustees attached.

E. **Consider approval of FY22 Slate of Officers**
ACTION: Mr. Kennedy presented the Slate of Officers. Mr. Kennedy moved to approve the Slate of Officers to include Clarence Fortney-Chair, Mark Brace-Vice Chair, Barry Ezerski-Secretary, and Bridget Randle-Treasurer; Mr. Nance seconded the motion. The motion passed unanimously; copy of the Slate of Officers attached.

F. **Consider approval of an amendment to the FISTA Purchase, Accounting & Finance Policy**
ACTION: Mr. Fortney discussed the Policy amendments to include adding the Strategic Operations Manager authority to sign invoices and the approval date of the Policy. Mr. Ezerski moved to approve the Policy amendments; Ms. Randle seconded the motion. The motion passed unanimously; copy of the amended Policy attached. The Policy is on file in the Office of the City Clerk.

*Albert Johnson, Jr. and David Madigan entered the meeting during the budget presentation.

G. **Consider approval of the FY22 FISTA Budget**
ACTION: Mr. Brace presented the FY22 Budget. Mr. Madigan moved to approve the budget as presented; Ms. Randle seconded the motion. The motion passed unanimously; copy of the budget attached.

H. **Consider approval of Engagement Letter submitted by Robert D. Turner, CPA to prepare the FY21 FISTA audit.**
ACTION: Mr. Madigan moved to approve the Chair to sign the engagement letter; Mr. Nance seconded the motion. The motion passed unanimously; copy of the letter attached. The Letter of Engagement is on file in the Office of the City Clerk.

I. **Consider approval of a FISTA Policy on the creation, composition, authority, and responsibilities of the FISTA committees.**
ACTION: Mr. Fortney read the policy aloud. Mr. Brace moved to approve the Policy; Mr. Kennedy seconded the motion. The motion passed unanimously; copy of the Policy attached. The Policy is on file in the Office of the City Clerk.

J. **Consider approval of Central Mall Renewed Management and Maintenance Contract with InTouch Management Services and InSight Commercial Real Estate Brokerage for FY 2021-2022, including the proposed budget attached as Appendix "B".**
ACTION: Mr. Ezerski moved to approve the contract and Appendix "B"; Mr. Nance seconded the motion. The motion passed unanimously; copy of the contract and Appendix "B" attached. The contract and Appendix "B" is on file with the Office of the City Clerk.

IV. **Reports**
Mr. Taylor reported on the progress of the prospects and FISTA demolition.
Mr. Wells reported on the status of the businesses at Central Mall, the marketing effort and the Central Mall financials.
Mr. Ezerski reported the Construction Committee is working on the RFQ for a Construction Manager-at-Risk and plan to bring to the July meeting for consideration.

V. **Executive Session**
Pursuant to Title 25, Okla. Stat., Section 307B.1., consider convening to executive session to discuss the employment and performance of the FISTA Development Trust Authority Director and, if necessary, take appropriate action in open session.
ACTION: Mr. Brace moved to approve convening in executive session pursuant to Title 25, Okla. Stat., Section 307B.1., to discuss the employment and performance of the FISTA Development Trust Authority Director and, if necessary, take appropriate action in open session; Ms. Randle seconded the motion. The motion passed unanimously.

Ms. Randle moved to come out of executive session; Mr. Brace seconded the motion. The motion passed unanimously. No action was taken in executive session.

Mr. Johnson moved to return to open session; Ms. Randle seconded the motion. The motion passed unanimously.

VI. Adjourn

The Chairman adjourned the meeting.