FISTA Development Trust Authority
Board Meeting

December 6, 2022, 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. and Ron Nance

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

Trustees Absent: Jay Burk, Phil Kennedy and David Madigan

Ex-Officios Absent: Michael Cleghorn, Jennifer Ellis and Jace Zacharias

Staff Present: James Taylor and Teira Cole

Guests: RL Smith, Gary Butler, Matt Thomas, Jared Burk, DeeAnn Patterson, Nena Hardy and Jason Wells

AGENDA

I. Call to Order/Roll Call

II. Introduction of Guests

III. Business

A. Consider approval of minutes of the Trust meeting on November 1, 2022
RECOMMENDED ACTION: Mr. Johnson, Jr. moved to approve the minutes of the Trust meeting on November 1, 2022; Mr. Henry 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 called meeting on November 28, 2022
RECOMMENDED ACTION: Mr. Ezerski moved to approve the minutes of the Trust special called meeting on November 28, 2022; 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.

C. Consider approval of September 2022 financials
RECOMMENDED ACTION: Ms. Blackburn presented the financials. Mr. Henry moved to approve September 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 2023 Trust open public meeting dates
RECOMMENDED ACTION: Mr. Ezerski moved to approve the 2023 Trust open public meeting dates; Mr. Henry seconded the motion. The motion passed unanimously; a copy of the meeting dates attached and on file with the Office of the City Clerk.

E. Consider approval of the Central Plaza updated Behavioral Code of Conduct designed to promote a safe, friendly and pleasant shopping environment for all visitors to the Plaza and, if approved, direct the updated code be posted at all entryways of the Plaza.
RECOMMENDED ACTION: Mr. Nance moved to approve the Central Plaza Behavioral Code of Conduct; Mr. Ezerski seconded the motion. The motion passed unanimously; a copy of the Code of Conduct attached and on file with the Office of the City Clerk.

F. Consider approval of the Trust's annual audit for Fiscal Year 2022 and, if approved, direct filing of the audit with the State of Oklahoma and City of Lawton.
RECOMMENDED ACTION: Mr. Brace presented the audit report. Mr. Henry moved to accept and approve the FY22 audit; Mr. Johnson, Jr. seconded the motion. The motion passed unanimously; a copy of the audit on file with the Office of the City Clerk. Mr. Turner will file the audit with the State of Oklahoma.

G. Consider approval of a Document Retention and Electronic Document Repository Policy required by grant awards of federal funds to the Trust, and, if approved, authorize the Chair and Secretary to execute the Policy.
RECOMMENDED ACTION: Mr. Ezerski moved to approve the Policy; Mr. Brace seconded the motion. The motion passed unanimously; a copy of the Policy attached and on file with the Office of the City Clerk.

H. Consider approval of an Internal Controls Standards Policy required by grant awards of federal funds to the Trust, and, if approved, authorize the Chair and Secretary to execute the Policy.
RECOMMENDED ACTION: Mr. Johnson, Jr. moved to approve the Policy; Mr. Nance seconded the motion. The motion passed unanimously; a copy of the Policy attached and on file with the Office of the City Clerk.

I. Consider approval of a Financial Management System Policy required by grant awards of federal funds to the Trust, and, if approved, authorize the Chair and Secretary to execute the Policy.

RECOMMENDED ACTION: Mr. Brace moved to approve the Policy; Mr. Henry seconded the motion. The motion passed unanimously; a copy of the Policy attached and on file with the Office of the City Clerk.

IV. Reports

Mr. Taylor reported on the progress of the construction in FISTA 1 and the forthcoming events during the month of December.

Ms. Hardy reported on the tenant activity in Central Plaza and events held within during the month of November.

Construction Committee- Mr. Ezerski indicated the roof top unit delivery is delayed due to components at Trane.

Nominating Committee- no report

Budget Committee- Mr. Fortney stated the budget is reviewing the budget since we are mid-way through the fiscal year.

Security and Clearance Committee- Mr. Johnson shared the committee has not met but a meeting will be soon. He also shared there is potential for another drone race in March 2023.

Anechoic Chamber Committee- Mr. Saylor spoke about the survey that was prepared and sent to FISTA defense contractors re: need and requirements for a chamber.

Commercial Counter UAS Committee- no report

Strategic Planning Committee- Mr. Brace indicated there is some work being done to develop a 6 month strategic plan. Also, ARPA goes into effect January 12, 2023.

*Mr. Kennedy entered the meeting during Reports

V. Adjourn

The Chairman adjourned the meeting by motion.