

**FISTA Development Trust Authority**  
**Board Meeting**

June 7, 2022 at 3:15 p.m.

Lawton City Hall First Floor, Banquet Hall  
212 SW 9<sup>th</sup> 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 3, 2022  
**RECOMMENDED ACTION:** Motion to approve/amend minutes
  - B.** Consider approval of April 2022 financials (Copy of financial statements is on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Motion to approve financials
  - C.** Consider approval of Jennifer Ellis as an Ex-Officio member of the FISTA Trust nominated by the Lawton Business Women under Article 4 of the By-Laws of the Trust  
**RECOMMENDED ACTION:** Approve Jennifer Ellis as an Ex-Officio member of the Trust nominated by the Lawton Business Women
  - D.** Consider approval of the Director's Employment Agreement for FY 22-23 under the same terms and conditions as the previous year Agreement and authorize the Chair and Secretary to execute the Agreement (Copy of proposed Director's Agreement for FY 22-23 is on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Approve the Director's Employment Agreement for FY 22-23 under the same terms and conditions as the previous year Agreement and authorize the Chair and Secretary to execute the Agreement
  - E.** Consider approval of the proposed FISTA Trust Budget for FY 22-23 and upon approval, direct the proposed Budget be submitted to the City of Lawton for its consideration and action (Copy of proposed FISTA Trust Budget for FY 22-23 is on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Approve the proposed FISTA Trust Budget for FY 22-23 and upon approval, direct the proposed Budget be submitted to the City of Lawton for its consideration and action

- F.** Consider approval of the proposed Limited Funding and Support Agreement between the City of Lawton and FISTA Trust for FY 22-23 and upon approval, authorize the Chair and Secretary to execute the Agreement and direct the proposed Agreement be submitted to the City of Lawton for its consideration and action (Copy of proposed Limited Funding and Support Agreement for FY 22-23 is on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Approve the proposed Limited Funding and Support Agreement for FY 22-23, authorize the Chair and Secretary to execute the Agreement, and direct the proposed Agreement be submitted to the City of Lawton for its consideration and action
- G.** Consider approval of the renewed Agreement with Robert D. Turner, CPA, for external auditing services during FY 22-23 and authorize the Chair and Secretary to execute the Agreement (Copy of proposed renewed Agreement for external auditing services is on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Approve the renewed Agreement with Robert D. Turner, CPA, for external auditing services during FY 22-23 and authorize the Chair and Secretary to execute the Agreement
- H.** Consider approval of the renewed Agreement with Hatch, Croke & Associates, CPAs, for accounting services during FY 22-23 and authorize the Chair and Secretary to execute the Agreement (Copy of proposed renewed Agreement for accounting services is on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Approve the renewed Agreement with Hatch, Croke & Associates, CPAs, for accounting services during FY 22-23 and authorize the Chair and Secretary to execute the Agreement
- I.** Consider approval of the amended Parking License Agreement with the Comanche County Board of Commissioners in the increased annual amount of \$1,020 and authorize the Chair and Secretary to execute the amended Agreement (Copy of amended Parking License Agreement is on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Approve the amended Parking License Agreement with the Comanche County Board of Commissioners and authorize the Chair and Secretary to execute the amended Agreement
- J.** Consider approval of the remaining one-year renewal of the Central Mall Management and Maintenance Agreement, as amended, with InSight Commercial Real Estate Brokerage/InTouch Management Services and authorize the Chair and Secretary to execute the renewed Agreement (Copy of the renewed Agreement is on file in the Office of the City Clerk)

**RECOMMENDED ACTION:** Approve the remaining one-year renewal of the Central Mall Management and Maintenance Agreement, as amended, and authorize the Chair and Secretary to execute the renewed Agreement

- K.** Under Article VI, Paragraph 9 of the FISTA Trust Indenture, consider appointing Danielle A. Blackburn as Assistant Treasurer of the Trust under the supervision of the Treasurer, who will not be a Trustee, will be serving in a volunteer capacity, and will not be a compensated employee of the Trust

**RECOMMENDED ACTION:** Approve the appointment of Danielle A. Blackburn as Assistant Treasurer of the Trust under the supervision of the Treasurer, who will not be a Trustee, will be serving in a volunteer capacity, and will not be a compensated employee of the Trust

- L.** Consider approval of proposed FY23 Slate of Officers (Copy of the proposed FY23 Slate of Officers is on file in the Office of the City Clerk)

**RECOMMENDED ACTION:** Motion to approve the FY23 Slate of Officers as presented by the Nominating Committee

- M.** Chair to appoint FY23 Standing Committees (Construction and Nominating)

#### **IV. Reports**

FISTA Director  
InTouch/InSight Property Manager  
Trustees/Committees

#### **V. Adjourn**

This Notice of Meeting and Agenda was sent via email on June 3, 2022 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.