

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

December 6, 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 November 1, 2022  
**RECOMMENDED ACTION:** Motion to approve/amend minutes
  - B.** Consider approval of minutes of the Trust special called meeting on November 28, 2022  
**RECOMMENDED ACTION:** Motion to approve/amend minutes
  - C.** Consider approval of September 2022 financials  
**RECOMMENDED ACTION:** Motion to approve financials
  - D.** Consider approval of 2023 Trust open public meeting dates  
**ACTION:** Motion to approve/amend/disapprove 2023 Trust open public meeting dates (Copy of the proposed meeting dates is on file in 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:** Move to approve the Central Plaza updated Behavioral Code of Conduct and direct the updated Code be posted at all entryways of the Plaza (Copy of the updated Behavioral Code of Conduct is on file in 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:** Move to approve the annual audit for Fiscal Year 2022 and direct filing of the audit with the State of Oklahoma and City of Lawton (Copy of the Trust's annual audit for Fiscal Year 2022 is on file in the Office of the Clerk)

- 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:** Move to approve the Document Retention and Electronic Document Repository Policy for awards of federal funds and authorize the Chair and Secretary to execute the Policy (Copy of the Document Retention and Electronic Document Repository Policy is on file in the Office of the City Clerk)

- H.** Consider approval of an Internal Control 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:** Move to approve the Internal Control Standards Policy for awards of federal funds and authorize the Chair and Secretary to execute the Policy (Copy of the Internal Control Standards Policy is on file in 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:** Move to approve the Financial Management System Policy for awards of federal funds and authorize the Chair and Secretary to execute the Policy (Copy of the Financial Management System Policy is on file in the Office of the City Clerk)

#### **IV. Reports**

FISTA Staff

InTouch/InSight Property Manager

Trustees/Committees

Construction-Mr. Ezerski

Nominating-Mr. Kennedy

Budget-Mr. Fortney

Security and Clearance-Mr. Johnson

Anechoic Chamber-Mr. Saylor

Commercial Counter UAS-Ms. Ellis

Strategic Plan-Mr. Brace

#### **V. Adjourn**

This Notice of Meeting and Agenda was sent via email on December 2, 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.