

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

March 7, 2023 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 February 7, 2023  
**RECOMMENDED ACTION:** Motion to approve/amend minutes
  - B.** Consider approval of minutes of the Trust special meeting on February 10, 2023  
**RECOMMENDED ACTION:** Motion to approve/amend minutes
  - C.** Consider approval of December 2022 financials  
**RECOMMENDED ACTION:** Motion to approve financials
  - D.** Consider approval of a five (5) year Lease Agreement between the Trust and Herley Industries, LLC., for Suite A in FISTA I, formerly known as the Sears Building, and authorize the Chair and Secretary to execute the Agreement (Copy of Lease Agreement and Exhibits are on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Move to approve a five (5) year Lease Agreement with Herley Industries, LLC, and authorize the Chair and Secretary to execute the Agreement
  - E.** Consider approval of a one (1) year Lease Agreement with the Board of Regents of the University of Oklahoma for Suite C in FISTA I, formerly known as the Sears Building, and authorize the Chair and Secretary to execute the Agreement (Copy of Lease Agreement and Exhibits are on file in the Office of the City Clerk)  
**RECOMMENDED ACTION:** Move to approve a one (1) year Lease Agreement with the Board of Regents of the University of Oklahoma, and authorize the Chair and Secretary to execute the Agreement  
**Note:** Oklahoma law limits the term of the Lease Agreement entered into by a state entity to one (1) year at a time. The Lease Agreement provides the

University of Oklahoma has the option to renew the Agreement for three (3) additional terms of one (1) year.

- F.** Consider approval of a renewal of the Professional Services Agreement with Krista Ratliff, as authorized in the original Agreement, for a period of six (6) months beginning in April 2023 under the same terms and conditions as the original Agreement (Copy of the Professional Services Agreement is on file in the Office of the City Clerk)

**RECOMMENDED ACTION:** Move to approve renewal of the Professional Services Agreement for six (6) months

- G.** Consider approval of amendments to the Trust's Purchase, Finance & Accounting Policy/Appendices to reflect amendments to the Oklahoma Public Competitive Bidding Act and Public Construction Management Act for Political Subdivisions relating to public construction/improvements, and authorize the Chair and Secretary to execute the Amended Policy/Appendices (Copy of Amended Policy/Appendices are on file in the Office of the City Clerk)

**RECOMMENDED ACTION:** Move to approve the amendments to the Trust's Purchase, Finance & Accounting Policy/Appendices, and authorize the Chair and Secretary to execute the Amended Policy/Appendices

#### **IV. Reports**

FISTA Staff

InTouch/InSight Property Manager

Consultants

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 March 3, 2023 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.