BOARD MEETING MINUTES
April 15, 2025

Chair Kathy Wallis called the regular meeting of the Edmond Economic Development Authority Board of Trustees to order on Tuesday, April 15, 2025 at 8:15 a.m., 825 East 2nd Street, Edmond, OK. The agenda for the meeting was posted in the City First Administration building on April 10, 2025 at 12:52 p.m.

Present – Trustees Tom Blalock, Rob Garrett, Darren Helm, Christin Mugg, Martha Ball
Absent – Victoria Caldwell, Phil Fraim, Avilla Williams
Others in attendance – Toni Weinmeister, Associate Director; Gina Arter, Data & Communications Manager; Sherry Jordan, Edmond Area Chamber of Commerce; Madison Smith, EEDA Legal Counsel; Leana Dozier, City of Edmond; Katy King, City of Edmond; Phil Jones, City of Edmond

Special Board Meeting Minutes – Trustee Blalock made a motion to approve the Minutes of March 15, 2025. Trustee Helm seconded the motion. Motion approved by roll call vote:

AYES:	Ball, Blalock, Garrett, Helm, Mugg, and Wallis
NAYS:	None
ABSENT:	Fraim, Caldwell, and Williams

Regular Meeting Minutes – Trustee Blalock made a motion to approve the Minutes of March 18, 2025. Trustee Mugg seconded the motion. Motion approved by roll call vote:

AYES:	Ball, Blalock, Garrett, Helm, Mugg, and Wallis
NAYS:	None
ABSENT:	Fraim, Caldwell, and Williams

Financial Report – Chair Wallis asked for an update about the accumulated amortization differences from the previous meeting. Toni explained that our auditors are now required to include lease payments in that category. Wallis also asked about the increase in employee salaries. Toni explained that it was because of Donna Young's PTO pay out and should be moved to the liabilities line. The CPA is making those changes. Trustee Mugg made a motion to approve the March financial report. Trustee Ball seconded the motion. Motion approved by roll call vote:

AYES:	Ball, Blalock, Garrett, Helm, Mugg, and Wallis
NAYS:	None
ABSENT:	Fraim, Caldwell, and Williams

Claims Report – Vice Chair Garrett made a motion to approve the April claims report in the amount of $20,303.10. Trustee Mugg seconded the motion. Motion approved by roll call vote:

AYES:	Ball, Blalock, Garrett, Helm, Mugg, and Wallis
NAYS:	None
ABSENT:	Fraim, Caldwell, and Williams

Discussion and Consideration of Approval of Plan for City Resiliency – Phil Jones recapped his presentation about the Resiliency Plan from the previous meeting. Vice Chair Garrett questioned if the EEDA was providing money to support it and it was clarified that the approval would be an endorsement of the approval. Jones gave ten reasons why the EEDA should support approval. Chair Wallis asked if once this was passed by the city, if the boards and commissions would be able to be consulted. Trustee Ball asked if there was any push back from board members who were not here. Chair Wallis had not heard of any push back. Vice Chair Garrett expressed concern about the green building being good for business. Trustee Ball made a motion to endorse approval. Trustee Blalock seconded the motion. Motion approved by roll call vote:

AYES:	Ball, Blalock, Garrett, Helm, Mugg, and Wallis
NAYS:	None
ABSENT:	Fraim, Caldwell, and Williams

BOARD MEETING MINUTES
April 15, 2025

Executive Session to Discuss the Employment, Hiring, and/or Appointment of the Executive Director Candidate. Specifically, to Discuss Possible Offer of Employment and Potential Compensation of Candidate for the Position of Executive Director of the EEDA and Confer Regarding the Candidate. Authorized Pursuant to 25 Okla. Stat. Section 307(B)(1). Chair Wallis asked non-board members to leave the room.

Trustee Helm made a motion to go into Executive Session. Trustee Blalock seconded the motion. Motion carried as follows:

AYES:	Ball, Blalock, Garrett, Helm, Mugg, and Wallis
NAYS:	None
ABSENT:	Fraim, Caldwell, and Williams

Trustee Blalock made a motion to come out of Executive Session. Trustee Helm seconded the motion. Motion carried as follows:

AYES:	Ball, Blalock, Garrett, Helm, Mugg, and Wallis
NAYS:	None
ABSENT:	Fraim, Caldwell, and Williams

Possible Consideration of Action with Regard to the Employment, Hiring, and/or Appointment of the Executive Director Candidate. No action taken.

EXECUTIVE DIRECTOR'S REPORT

March Commercial Building Permits –

- Alteration permits – Toni reported that a permit was issued for Francis Tuttle to add a Welding program and expanding their auto program, Walmart Neighborhood Market is remolding, Ted's is remodeling, and the Campbell pulled a gray box permit.
- Addition permits – OCS is adding on a middle school for $4,000,000.

February Sales and Use Tax Summary – Toni reported that monthly sales tax collections are down and that peer cities are also low. Toni mentioned that specific sales tax numbers will be out today and she and Gina will look into which categories are low.

Toni mentioned the 2025 Edmond Economic Development Annual Data Infographics is on our website and hard copies are available.

Sherry Jordan gave an update on the March Madness Rebate Program that the EEDA sponsors. Over $20,000 in sales were generated in a two-week time frame and over 42 restaurants participated.

Comments from the EEDA Board Chair and Members – No comments from Chair Wallis, Vice Chair Garrett, Trustees Helm, Ball, and Blalock. Trustee Mugg announced that it was her last meeting with the EEDA.

With no further business to discuss, Trustee Blalock made a motion to adjourn at 9:05 a.m. Trustee Helm seconded the motion. Motion was unanimous, vote 6-0 in favor.

DATE APPROVED: May 20, 2025

Kathy E. Wallis, Chair