

BOARD MEETING MINUTES
November 18, 2025

Chair Kathy Wallis called the regular meeting of the Edmond Economic Development Authority Board of Trustees to order on Tuesday, November 18, 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 November 13, 2025 at 3:26 p.m.

Present – Trustees Rob Garrett, Tom Blalock, Phil Fraim, Austin Fugitt, and Susan Starns

Absent – Trustees Darren Helm, Victoria Caldwell, Paul Koenig

Regular Meeting Minutes – Trustee Starns made a motion to approve the Minutes of October 21, 2025. Trustee Blalock seconded the motion. Motion approved by roll call vote:

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

Financial Report – Trustee Blalock made a motion to approve the October financial report. Trustee Fraim seconded the motion. Motion approved by roll call vote:

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

Claims Report – Trustee Fraim made a motion to approve the November claims report in the amount of \$22,285.80. Trustee Blalock seconded the motion. Motion approved by roll call vote:

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

Approval to Open a New Business Savings Account at Communication Federal Credit Union – Trustee Starns made a motion to approve the opening of the New Savings Account at Communication Federal Credit Union. Trustee Fugitt seconded the motion. Motion approved by roll call vote:

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

Approval of Contract Agreement for the Oklahoma Community Partnership Program – Trustee Blalock made a motion to approve the contract agreement. Trustee Starns seconded the motion. Motion approved by roll call vote:

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

Executive Director Report: Presentation, Review, and Discussion of Market Activity and Tax Reports

eeda

BOARD MEETING MINUTES

November 18, 2025

Action Related to Consulting Agreement with Strategic Economic Partners, LLC. – Trustee Garrett made a motion to approve entering into a consulting contract with Strategic Economic Partners LLC for data and other support for a period of 6 months, beginning upon the termination of the current contract, at the rate of \$6000 per month for 20 hours of services per week, under the direction of EEDA Executive Director. The Executive Director is authorized to sign the contract upon the approval of the contract by the Edmond City Attorney's Office. Trustee Starns seconded the motion. Motion approved by roll call vote:

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

Executive Session pursuant to Title 25, Section 307(C)(11) of the Oklahoma Statutes to discuss confidential matters pertaining to economic development, including analysis of potential project known as Project Railyard, and related incentive modeling, where public disclosure would interfere with negotiations or violate the confidentiality of the businesses.

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

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

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

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

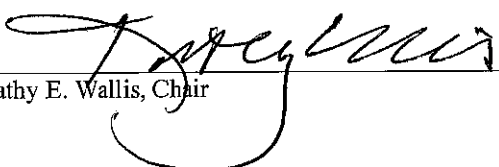
Action Related to a Potential Project Railyard – Trustee Blalock made a motion to grant up to \$60,000 to the applicant, structured as follows: upon presentation by the applicant to the EEDA of (a) a fully executed and enforceable lease agreement with Tenant A (as identified by application in the Executive Session of the Board) for the 2,000 square foot space in the Railyard identified by the applicant and (b) receipts for (i) modifications to the exterior façade of the Railyard building and (ii) reasonable tenant improvements actually installed in and to remain with the leased premises after termination of such lease, two-thirds (not to exceed \$40,000.00) of the total amount of the expenditures evidenced by such receipts and the remaining one-third upon presentation of evidence satisfactory to the EEDA that the tenant has achieved sales from the Railyard location exclusively totaling at least \$1,000,000.00, provided such sales benchmark is achieved prior to the first anniversary of the tenant's opening day of business at the Railyard. The foregoing grant is to be documented in a performance agreement to be drafted by the Edmond City Attorney and in form and substance satisfactory to the Edmond City Attorney and the EEDA. Trustee Fraim seconded the motion. Motion approved by roll call vote:

AYES: Blalock, Fraim, Fugitt, Garrett, Starns and Wallis
NAYS: None
ABSENT: Helm, Caldwell, and Koenig

Comments from the EEDA Board Chair and Members

With no further business to discuss, Trustee Starns made a motion to adjourn at 10:16 a.m. Trustee Garrett seconded the motion. Motion was unanimous, vote 6-0 in favor.

DATE APPROVED: December 16, 2025


Kathy E. Wallis, Chair