



City of Edmond

Notice of Public Meeting

The City of Edmond encourages participation from all its citizens. To request an accommodation due to a disability, please contact the ADA Coordinator at least 48 hours prior to a scheduled meeting. The ADA Coordinator can be contacted by email: ADAcordinator@edmondok.gov or phone: 405-359-4518.

Edmond Historic Preservation Trust
Regular Meeting Agenda
City Hall Main Street Conference Room 201, 22 E. Main St., Edmond, Oklahoma
5:00 p.m., Tuesday, September 1, 2026

Notice to the Public

Official action can only be taken on items which appear on the agenda. The Edmond Historic Preservation Trust may discuss, adopt, approve, amend, reject, deny, strike or continue any item listed on the agenda. When more information is needed to act on an item, the Edmond Historic Preservation Trust may refer the matter to Edmond Historic Preservation Trust staff. The Edmond Historic Preservation Trust may also refer items to the standing committees of the Trust for additional study. Under certain circumstances, items are deferred/continued to a specific later date or stricken from the agenda entirely.

1. Welcome and Call to Order.
2. Introduction of Guests.
3. Action Items:
 - A. Consideration of Approval of Meeting Minutes: August 4, 2026
 - B. Review of Financial Statements of July 2026
 - C. Discussion and Consideration of Approval of purchases (accessories, pictures, etc.) for the Territorial School
 - D. Discussion and Consideration of Approval of Proposed Changes to the Edmond Historic Preservation Trust Indenture

- E. Discussion and Consideration of Approval of agreement with Drabek & Hill for building/equipment maintenance
 - F. Discussion and Consideration of Contract Approval for Two Concrete Pads for Benches at a Cost of No More Than \$1,600.00
 - G. Discussion and Consideration to Authorize Payment for the Refurbished Bench to Oklahoma Correctional Industries for \$185.00
 - H. Discussion and Consideration of Approval of Legacy Tree Nomination for Territorial School
4. Discussion Items:
- A. Update and Discussion on Upcoming Historic Preservation Trust Activities and Events:
 - 1. Territorial School
 - a. Meet the Teacher
 - b. Volunteers
 - c. Attendees
 - d. New Strategies
 - 2. Calendar of Upcoming Events
 - B. Update and Discussion on the Downtown National Register of Historic Places
 - C. Presentation and Discussion of a New Reservation Form for the Territorial School
 - D. Committee Reports
 - 1. Fundraising

2. Historic Buildings Recognition

3. 1889 Territorial School

4. Website

E. Monthly Update/Report from City of Edmond/Visit Edmond

F. Monthly Update/Report from Edmond History Museum

5. Citizen Comments.

This is an opportunity for residents and non-residents to address the Edmond Historic Preservation Trust on Edmond Historic Preservation Trust related matters not on the agenda or scheduled for a public hearing. All remarks must be directed to the Chair of the meeting, are limited to three minutes or less, and must otherwise be made in accordance with Section I of the City Council / Public Works Authority rules, available [here](#) and upon request at City Hall.

Please note that members of the Edmond Historic Preservation Trust cannot respond to issues brought up in Citizen Comments if they are not on the agenda, in accordance with state law.

6. Comments from the Edmond Historic Preservation Trust Chair and Members.

7. Adjournment.

Next Scheduled Meeting is: October 6, 2026

Edmond Historic Preservation Trust

3. A.

Meeting Date: 09/01/2026

Ward :

Information

Item

Consideration of Approval of Meeting Minutes: August 4, 2026

Attachments

August Meeting Minutes

Edmond Historic Preservation Trust Minutes June 2, 2026, 5:00 PM

Edmond City Hall
22 E Main, Edmond, OK

Board Officers Present: Dr. Mary Meritt-Chairman, Kristen Ferate - Vice Chairman, Lisa Truesdell - Secretary, Michelle Spurlock - Treasurer

Board Members Present:

Claire Ferate, Maggie Murdock Nichols, Lenzee Bilke, Adya Ohri, Erica Ades, Lacey Bilke, James Crowder, Teresa Cales,

Board Members Absent: Perry Sneed, Mical George, Judy Pike

Visitors/Staff Present:

Amy Stephens, Edmond Museum
Jodi Fetrow, City of Edmond
Madelyn Sawyer, City of Edmond

1. Welcome and call to order.

Chairman, Mary Meritt called the meeting to order at 5:10 P.M.

A. Introduction of Guests: Madelyn Sawyer, City of Edmond attorney was recognized as a guest..

2. Action items

A. Consideration of Approval of Meeting Minutes August 4, 2026. James Crowder moved to approve the minutes. Kristen Ferate seconded the motion. The motion passed.

B. Consideration of acceptance of financial report. Maggie Nichols made a motion to accept the report. Michelle Spurlock seconded the motion. The motion was accepted..

C. Consideration and election of officers for the Fiscal year 2027. Mary Meritt presented a slate of officers nominated by committee as follows. Chairman - Mary Meritt, Vice Chairman - Kristen Ferate, Secretary - Lisa Truesdell, Treasurer - Michelle Spurlock. Teresa Cales made a motion to approve the slate of officers. Judy Pike seconded the motion. The motion passed.

D. Consideration and Approval of Financial Reports for month ending in June. Michelle Spurlock presented the financial report. The report noted that the Territorial Schoolhouse had 224 visitors last month and collected \$64.00 in donations. Maggie Nichols made a motion to accept the financial report. Kristen Ferate seconded the motion. The motion passed.

3. Discussion Items

A. Territorial Schoolhouse - Mary Meritt, and Kristen Ferate. The schoolhouse committee has Chairman James Crowder met with a builder to discuss plans for bookshelves for storage and historically correct benches to replace the desks. The benches would also be ADA compliant. They also reported 168 visitors for the Route 66 Road Rally

B. CARC Report, Survey and indenture - James Crowder. James Crowder reported that our city funding for the next fiscal year is \$30,000 which is down \$10,000 from the previous year. Also, we were reminded that the City's new system requires a monthly treasurers report to the city. Michelle Spurlock made a note to send this to the City. Madelyn Sawyer has been working on making changes to the Trist's indenture. When she is finished, the Trust will need to Vote on the changes. Maggie Nichols has suggested that the City Councilman position should always be the Councilman from Ward One which represents the oldest and most historical part of Edmond.

C. National Society of Daughters of the American Revolution - Mary Meritt. Mary Meritt reported that on August 19th, the President General of the National Society of the DAR WILL BE AT THE territorial schoolhouse. A rebus tree will be planted on the grounds and the President General will dedicate the tree. The Oklahoma DAR State Regent has made improvements to the schoolhouse her terms project.

D. DAR grant for benches - Mary Meritt. Mary Meritt announced a Grant from the Daughters of the American Revolution to refurbish one outdoor bench and purchase a se one bench for the Territorial Schoolhouse.

E. Back 40 Update - Lenzee Bilke. Lenzee mentioned some needed updates and changes for our website. Back 40 can make the changes for a price. We discussed the possibility of doing away with our website and having a landing page on the Museums website.

F. DEBA Ghost Tours - October 24, 2036 - Jodi Fetrow. Jodi reported that DEBA will be hosting Ghost Tours in Downtown Edmond on October 24, at 5:00 p.m. followed by a Murder Mystery dinner (unknown location. DEBA would like volunteers for this event. Lisa Truesdell expressed her disappointment in the Trust no longer hosting the event.

G. Meeting Location Change. The September meeting will move to the second floor of the city building for that month only.

H. Director of Edmond History Museum - Amy Stephens. Amy thanked the Trust for approving the installation of the kitchen at the schoolhouse. She also thanked the Trust for our support of the Route 66 Booklets. Amy reported that the Museum was nominated for Metro Family Favorite Museum. Vote at Metro family magazine. The museum will host a children's concert "Bawk and Roll" based on on of children's author, Tammie Sauer's books. Kyle Dillingham will perform. Lori is pregnant and will be on leave. The museum will be hosting lectures on Route 66 history. The museum will be remodeling the classroom and children's area of the museum.

4. Citizen Comments: none

6. Comments from the Edmond Historic Preservation Trust and Members. Maggie Nichols said she is trying to get the Trust Funding moved to a line item in the City's budget. Mary Meritt read a Thank you letter from Amy Stephens at the museum thanking the Trust for our help with Route 66 projects.

7. Adjournment. James crowder made a motion to adjourn. Maggie Nichols Seconded the motion. The motion passed. Meeting adjourned at 6:15 PM.

The next scheduled meeting is 5:00 pm, September 1 2026 at The City Building 2nd floor. 2026, at the Edmond City Hall, 2nd floor. .

Respectfully submitted,

Lisa Truesdell

Attachment: Letter from Edmond History Museum/ Amy Stephens

Edmond Historic Preservation Trust

3. B.

Meeting Date: 09/01/2026

Ward :

Information

Item

Review of Financial Statements of July 2026

Attachments

EHPT 7-31-26 statement 4129

EHPT 7-31-26 statement 4417

EHPT Treasurer Report - 7-31-26



1

EDMOND HISTORIC PRESERVATION TRUST
 431 S BLVD
 EDMOND OK 73034

XXXXXX4129 Vision Business Money Market

Low Balance:	\$78,956.97	Beginning Balance:	\$78,956.97
Average Balance:	\$78,956.97	Ending Balance:	\$79,085.29
Interest Paid This Statement:	\$128.32	Total No. of Additions:	0
Interest Paid Year to Date:	\$873.39	Total No. of Subtractions:	0

<i>Date</i>	<i>Description</i>	<i>Additions</i>	<i>Subtractions</i>	<i>Balance</i>
06-30	Beginning balance			\$78,956.97
07-31	# Interest Credit	128.32		79,085.29
07-31	Ending totals	128.32	.00	\$79,085.29

Effective dates	INTEREST RATE
06-30-26	1.912%

Annual percentage yield earned	1.93%
Interest-bearing days	31
Average balance for APY	\$78,956.97
Interest earned	\$128.32

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Overdraft Fees	\$0.00	\$0.00

Three Easy Steps to Balance Your Account

1. In your checkbook, mark off all checks that appear on your statement. Checks not appearing on your statement should be recorded in the Checks Outstanding column. 

2.

Enter Your Checkbook Balance		
Add any credits made to your account through transfers, interest, etc. as shown on this statement		
(Be sure these items have been entered in your checkbook)		
Subtotal		
Subtract any account fees		
Adjusted Checkbook Balance		A
3.		
Enter the bank balance shown on this statement		
Add deposits shown in your checkbook but not shown on this statement		
Subtotal		
Subtract the total amount of checks outstanding		
Adjusted Bank Balance		B

Your checkbook is in balance if line A agrees with line B.

Checks Outstanding

[illegible]

Questions about Statement Errors or Electronic Transfers?

Please contact us within 30 days to report any unauthorized signature on or alteration of any item on your statement. Within 60 days, please report to us any other error, discrepancy, or any claim for credit or refund. You may write or telephone us at:

MidFirst Bank
P.O. Box 76149
Oklahoma City, OK 73147
888-MIDFIRST (643-3477)
405-943-8002 (in the OKC area)
918-610-8002 (in the Tulsa area)
602-229-8002 (in the Phoenix area)
303-376-3800 (in the Denver area)

When you report the problem or error, please be certain to do the following:

- Give us your name and account number.
- Describe the error or the transfer of which you are unsure, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will investigate your complaint and correct any error promptly. If we take more than 10 business days to do this, we will re-credit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

If you have arranged to have direct deposits made to your account at least every 60 days from the same person or company, you can call us at one of the above listed numbers to find out whether or not the deposit has been made.

The section above applies only to electronic funds transfers on consumer accounts.

Questions about MidFirst ATM or Debit Card Procedures?

You must notify us at once if you believe your card(s) and/or code has been lost, stolen or that someone has transferred or may transfer money from your account without your permission. If you tell us of the lost or stolen card(s) and/or code within two business days, you can lose no more than \$50 if someone uses your card(s) without your permission. If you do not tell us within two business days after you learn about the loss or theft of your card(s) and/or code and we can prove we could have stopped someone from using your card(s) and or code without your permission if you had told us, you could lose as much as \$500.

To report a lost or stolen ATM or Debit Card during normal business hours, call 888-MIDFIRST (643-3477). After business hours, please call 800-236-2442.



1

EDMOND HISTORIC PRESERVATION TRUST
 431 S BLVD
 EDMOND OK 73034

XXXXXX4417 Community Business Checking

Low Balance:	\$23,561.29	Beginning Balance:	\$24,502.77
Average Balance:	\$24,605.06	Ending Balance:	\$24,619.88
Interest Paid This Statement:	\$0.00	Total No. of Additions:	1
Interest Paid Year to Date:	\$0.00	Total No. of Subtractions:	8

Date	Description	Additions	Subtractions	Balance	Number	Date	Amount
06-30	Beginning balance			\$24,502.77	2799	07-15	166.75
07-08	Check 2800		-485.00	24,017.77	2800	07-08	485.00
07-15	#Signature POS Prchs		-106.65	23,911.12	2801	07-28	500.00
	MERCHANT PURCHASE TERMINAL 469216				2802	07-15	173.55
	LOWES 01549 EDMOND OK						
	07-14-26 XXXXXXXXXXXXX6393						
07-15	Check 2799		-166.75	23,744.37			
07-15	Check 2802		-173.55	23,570.82			
07-16	#Pin Debit Purchase		-9.53	23,561.29			
	POS PURCHASE TERMINAL 00000101						
	AMAZON.COM*RA0SZ0BJ3 SEATTLE WA						
	07-16-26 7:05 AM XXXXXXXXXXXXX6393						
07-17	#ACH Deposit	1,666.66		25,227.95			
	CITY OF EDMOND PAYMENT						
	260717 V04200						
07-27	#Signature POS Prchs		-6.15	25,221.80			
	MERCHANT PURCHASE TERMINAL 443106						
	FEDEX OFFICE 4204 TIKK EDMOND OK						
	07-24-26 XXXXXXXXXXXXX6393						
07-28	#ACH W/D		-101.92	25,119.88			
	STATE FARM BILLG PAYMENTS						
	260728 P19SM8C6-1						
07-28	Check 2801		-500.00	24,619.88			
07-31	Ending totals	1,666.66	-1,549.55	\$24,619.88			



	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Overdraft Fees	\$0.00	\$0.00

To report a lost or stolen ATM or Debit Card during normal business hours, call 888-MIDFIRST (643-3477). After business hours, please call 800-236-2442.

Account Number *****4417

Date 07/31/2026

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Edmond Historic Preservation Trust
PO Box 4101
Edmond, OK 73083

Check date: 07/01/26

Pay to the order of: Calllyn Clymer \$ *****166.75

Calllyn Clymer
2054 Tall Grass Cir
Edmond, OK 73012

07/15/2026 2799 \$166.75

Edmond Historic Preservation Trust
PO Box 4101
Edmond, OK 73083

Check date: 07/07/26

Pay to the order of: Hale & Company \$ *****485.00

Hale & Company
1300 E. 15th St., Ste. 150
Edmond, OK 73013

07/08/2026 2800 \$485.00

Edmond Historic Preservation Trust
PO Box 4101
Edmond, OK 73083

Check date: 07/10/26

Pay to the order of: Edmond History Museum \$ *****500.00

Edmond History Museum
431 S Boulevard
Edmond, OK 73034

07/28/2026 2801 \$500.00

Edmond Historic Preservation Trust
PO Box 4101
Edmond, OK 73083

Check date: 07/14/26

Pay to the order of: City of Edmond \$ *****173.55

City of Edmond
P.O. Box 268927
Oklahoma City, OK 73128

07/15/2026 2802 \$173.55

EHPT MONTHLY TREASURER REPORT

Report reflects 7/1/2026-7/31/2026

Edmond Historic
Preservation Trust
P.O. Box 4101
Edmond, OK 73083
Michelle Spurlock,
Treasurer

Checking:	7/31/2026	\$ 24,619.88
Vision Money Market:	7/31/2026	\$ 79,085.29
Total:		\$ 103,705.17

School House Activity:	Visitors	Docent Hours	Donations
	110	9.5	\$ -
Total:	110	9.5	\$ -

Checking:		Credit	Debit	Balance
6/30/2026	Starting Balance			\$24,502.77
7/8/2026	Check 2800		\$ 485.00	
7/15/2026	Debit - Lowes		\$ 106.65	
7/15/2026	Check 2799		\$ 166.75	
7/15/2026	Check 2802		\$ 173.55	
7/16/2026	Debit - Amazon		\$ 9.53	
7/17/2026	Deposit - City of Edmond	\$ 1,666.66	\$ 142.32	
7/27/2026	Debit - FedEx		\$ 6.15	
7/28/2026	Debit - State Farm		\$ 101.92	
7/28/2026	Check 2801		\$ 500.00	
TOTAL		\$ 1,666.66	\$ 1,549.55	\$ 24,619.88

Vision Money Market:		Credit	Debit	Balance
6/30/2026	Interest Credit	\$ 128.32		\$ 79,085.29
TOTAL		\$ 128.32	\$ -	\$ 79,085.29

Submitted By: Michelle Spurlock, Treasurer