

A G E N D A
SAND SPRINGS DEVELOPMENT AUTHORITY
Regular Meeting
Wednesday, April 19, 2023
4:00 p.m.
City Council Chambers
100 E. Broadway
Sand Springs, OK 74063

1. **Call to Order**

2. **Roll Call**

3. **Consider Approval of Minutes of December 21, 2022 Regular Meeting**

Trustees will review and consider possibly approving, denying, amending, revising, or continuing of the minutes from the Regular Meeting of December 21, 2022.

4. **Downtown Streetscape Project and ODOT ADA Project**

Trustees will receive a presentation of the Downtown Streetscape Project and the ODOT ADA Project. This item is for informational purposes only and no action will be taken by the Development Authority.

5. **Request for Executive Session**

- A. Development Authority will consider entering into Executive Session for discussions concerning the appraisal or purchase of real property in accordance with O.S. Title 25, Section 307(B)(3) and economic development of real property in accordance with O.S. Title 25, Section 307(C) (10).
- B. Chairman Cox will reconvene the Development Authority meeting following the Executive Session.
- C. Trustees will consider and take any action deemed appropriate by the Trustees as a result of the Executive Session.

6. **City Manager's Report**

The City Manager will provide updates regarding recent and upcoming events and projects, including events of interest and the general operations of the City.

This item is for informational purposes only and no action will be taken by the Development Authority.

7. **Adjournment**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY THE CITY OF SAND SPRINGS AT 918-246-2575.

This agenda was posted on the Sand Springs website at www.sandspringsok.org, as well as posted at 8:55 a.m./p.m. on April 17, 2023, on the display board of Sand Springs City Hall, 100 E. Broadway, Sand Springs, Oklahoma, 74063, by Cynthia Webster.

SAND SPRINGS DEVELOPMENT AUTHORITY

Regular Meeting Minutes

Wednesday, December 21, 2022, 4:00 p.m.

City Council Chambers

100 E. Broadway

Sand Springs, OK 74063

MEMBERS PRESENT: Troy Cox, Chairperson (3-2)
Sharon Weaver, Vice-Chairperson (5-0)
Donald Pitts (5-0)
Joe Woodruff (1-0)
Nathan Woodmansee (1-0)

MEMBERS ABSENT: None

ALSO PRESENT: Mike Carter, City Manager
Brad Bates, City Planner/NS Director
Cynthia Webster, Recording Secretary

The Sand Springs Development Authority met in regular session on December 21, 2022, at 4:00 p.m. in City Council Chambers pursuant to the notice and agenda filed with the City Clerk's office and posted at 10:25 a.m., December 14, 2022, on the display board of Sand Springs City Hall, 100 E. Broadway, Sand Springs, OK, 74063, and posted on the Sand Springs Website at www.sandspringsok.org.

1. Call to Order

Chairperson Troy Cox called the meeting to order at the noted time of 4:01 p.m.

2. Roll Call

Chairperson Cox called for an individual roll call with members replying in the following manner: Vice-Chairperson Weaver, here; Trustee Pitts, here; Chairperson Cox, here; Trustee Woodruff, here; Trustee Woodmansee, here.

3. Consider Approval of Minutes of November 16, 2022

The minutes of the regular meeting of November 16, 2022 were presented for Trustees' review and consideration.

A motion was made by Trustee Weaver and seconded by Trustee Pitts that the minutes of the November 16, 2022 regular meeting, as presented, be approved.

With no further discussion, Chairperson Cox called for the vote recorded as follows: Trustee Weaver, aye; Trustee Pitts, aye; Chairperson Cox, aye; Trustee Woodruff, abstain; Trustee Woodmansee, abstain.

The motion carried 3-0-2.

4. Sand Springs Keystone Corridor and Urban Renewal Area Report

City Planner Brad Bates and City Manager Mike Carter gave an update on the proposed road over the levee, the McNellie's project and the Chili's project. This item was for informational purposes only and no action was taken by the Development Authority.

5. White Box Grant

City Planner Bates presented a White Box Grant request of Megan Wiley, of Enlighten Benefits, for an electrical and HVAC upgrade at 104 E. 2nd St. The project, as proposed, will be eligible for the maximum grant amount of \$10,000.00.

Trustee Weaver made a motion to approve the White Box Grant request up to the maximum benefit of \$10,000.00. Trustee Pitts seconded the motion.

With no further discussion, Chairperson Cox called for the vote recorded as follows: Trustee Weaver, aye; Trustee Pitts, aye; Chairperson Cox, aye; Trustee Woodruff, aye; Trustee Woodmansee, aye.

The motion carried 5-0-0.

6. Downtown Streetscape Project

City Planner Bates gave an update on the Downtown Streetscape Project. 2 bids were received and came in over budget. The project will be rebid after the first of the year. This item was for informational purposes only and no action was taken by the Development Authority.

7. Revised Calendar Dates

Trustees were asked to review and consider approving, denying, amending or revising of the proposed revised meeting dates for calendar year 2023. Quarterly meetings are proposed with the option to call Special Meetings if needed.

Trustee Weaver made a motion to approve the revised 2023 meeting dates. Trustee Pitts seconded the motion.

With no further discussion, Chairperson Cox called for the vote recorded as follows: Trustee Weaver, aye; Trustee Pitts, aye; Chairperson Cox, aye; Trustee Woodruff, aye; Trustee Woodmansee, aye.

The motion carried 5-0-0.

8. Request for Executive Session

A. Chairperson Cox advised that Trustees would now enter into Executive Session for the purpose of conferring on matters pertaining to economic development, per O.S., Title 25, Section 307 (B), paragraph 3 and O.S. Title 25, Section 307(C), paragraph 10.

A motion was made by Trustee Pitts and seconded by Trustee Weaver to retire into Executive Session.

With no further discussion, Chairperson Cox called for the vote recorded as follows: Trustee Weaver, aye; Trustee Pitts, aye; Chairperson Cox, aye; Trustee Woodruff, aye; Trustee Woodmansee, aye.

The motion carried 5-0-0.

SSDA Members Trustee Weaver, Trustee Pitts, Chairperson Cox, Trustee Woodruff, Trustee Woodmansee, City Manager, Mike Carter, and City Planner Brad Bates retired into Executive Session at the noted time of 4:30 p.m.

Discussion was held in Executive Session in regards to the topics listed on the agenda.

B. Following the Executive Session, a motion to return to the regular meeting was made by Trustee Weaver and seconded by Trustee Pitts.

With no further discussion, Chairperson Cox called for the vote recorded as follows: Trustee Weaver, aye; Trustee Pitts, aye; Chairperson Cox, aye; Trustee Woodruff, aye; Trustee Woodmansee, aye.

The motion carried 5-0-0.

Chairperson Cox reconvened the Development Authority meeting at 4:46 p.m.

C. Chairperson Cox advised that no action was to be taken as a result of the executive session.

9. Director's Report

City Planner Bates welcomed new members Joe Woodruff and Nathan Woodmansee.

10. City Manager's Report

City Manager Mike Carter gave a brief update on a city-owned building that may be coming up for a new lease. City Manager Carter also advised that some future meetings may be dedicated to training sessions.

11. Adjournment

There being no further business, the meeting was adjourned at the noted time of 4:57 p.m.

Date

Troy Cox, Chairperson