

**A G E N D A**  
**SAND SPRINGS DEVELOPMENT AUTHORITY**  
Regular Meeting  
Wednesday, September 16, 2020  
City Council Chambers  
100 E. Broadway  
Sand Springs, OK 74063

1. Call to Order

2. Roll Call

3. Consider Approval of Minutes of June 17, 2020 Regular Meeting

4. Sand Springs Keystone Corridor and Urban Renewal Area Report

Trustees will receive an update on Sand Springs' development opportunities within the corridor boundaries and the urban renewal areas.

5. City of Sand Springs Properties

Trustees will discuss, consider and take possible action related to leasing requirements for City of Sand Springs properties located at 108 and 110 E. Broadway. Property management will be reviewed and overseen by SSDA trustees.

6. White Box Grant Program

Trustees will receive an update on the White Box Program and it's release to the public. This item is for discussion purposes only and no action will be taken by the SSDA.

7. Downtown Streetscape

Trustees will discuss and receive an update regarding the downtown streetscape study with Oklahoma University IQC.

8. Request for Executive Session

A. Development Authority will consider entering into Executive Session for the purpose of conferring on matters pertaining to economic development within the RiverWest development area and for the purpose of conferring on other economic development projects in which public disclosure of the matter discussed would interfere with the confidentiality of the business 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.

9. Elections

Trustees will elect a Chairperson and Vice-Chairperson.

10. Meeting Dates

Trustees will discuss and consider approval of the recommended meeting dates for calendar year 2021.

11. Director's Report

12. Adjournment

This agenda was posted on the Sand Springs website at www.sandspringsok.org, as well as posted at 10:40 a.m./p.m. on September 11, 2020, 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, June 17, 2020, 4:00 p.m.  
City Council Chambers  
100 E. Broadway  
Sand Springs, OK 74063

**MEMBERS PRESENT:** Troy Cox, Chairperson (4-0)  
Sharon Weaver, Vice-Chairperson (4-0)  
Donald Pitts (4-0)  
Justin Tockey (4-0)

**MEMBERS ABSENT:** Michael Dickerson (3-1)

**ALSO PRESENT:** Brad Bates, City Planner/Asst. Director-Community Dev.  
Cynthia Webster, Recording Secretary

The Sand Springs Development Authority met in regular session on June 17, 2020, 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 10:45 a.m., June 15, 2020, 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](http://www.sandspringsok.org).

## 1. Call to Order

Chairperson Troy Cox called the meeting to order at the noted time of 4:19 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 Tockey, here; Trustee Dickerson, no response.

Trustee Dickerson was noted as absent.

## 3. Consider Approval of Minutes of February 19, 2020

The minutes of the regular meeting of February 19, 2020 were presented for Trustees' review and consideration.

A motion was made by Trustee Pitts and seconded by Trustee Weaver that the minutes of the February 19, 2020 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 Tockey, aye.

The motion carried 4-0-0.

**4. Sand Springs Keystone Corridor and Urban Renewal Area Report**

City Planner Bates advised Trustees that Tulsa Teachers Federal Credit Union was now open for business. Also, the spec building by Starbucks is almost completed and one space has been rented.

**5. RiverWest Signage**

City Planner Bates displayed images of the sign that will be placed at the entrance of RiverWest. The sign will be at Alexander Blvd. and Hwy 97 in front of the detention pond. City Planner Bates advised that some of the work will be done by the City's Parks Department in order to offset some of the costs. This item was for informational and discussion purposes only and no action was taken by the Development Authority.

**6. Utility Box Wraps and RiverWest Memorial**

City Planner Bates gave a presentation regarding the three utility boxes that have been wrapped in the downtown area. An update was also given regarding the RiverWest Memorial. The Parks Department is assisting with the Memorial as well. This item was for informational and discussion purposes only and no action was taken by the Development Authority.

**7. White Box Grant**

City Planner Bates updated Trustees on the White Box Grant application process and acceptance agreement. This item was for informational and discussion purposes only and no action was taken by the Development Authority.

City Planner Bates stated that another item to be covered under the Urban Renewal report was the sale or lease of city-owned buildings. The SSDA will be the oversight committee regarding recommendations to either sell or lease properties owned by the City.

**8. Adjournment**

There being no further business, the meeting was adjourned at the noted time of 4:45 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Troy Cox, Chairperson

**City of Sand Springs**  
**Sand Springs Development Authority**  
**2021 CALENDAR YEAR**  
**SCHEDULE OF REGULAR MEETINGS**

<u>Date</u>	<u>Time</u>	<u>Place of Meeting</u>
January 20, 2021	4:00 p.m.	Sand Springs Municipal Bldg. 100 E. Broadway
February 17, 2021	"	City Council Chambers Sand Springs, OK 74063
March 17, 2021	"	" "
April 21, 2021	"	" "
May 19, 2021	"	" "
June 16, 2021	"	" "
July 21, 2021	"	" "
August 18, 2021	"	" "
September 15, 2021	"	" "
October 20, 2021	"	" "
November 17, 2021	"	" "
December 15, 2021	"	" "

Department: Planning  
Address: 100 East Broadway  
Sand Springs, OK 74063  
Phone: 918-246-2500 ext. 2573

Filed in the office of the Municipal Clerk at \_\_\_\_\_ a.m./p.m. on \_\_\_\_\_, 2020.

Signed: \_\_\_\_\_  
City Clerk