

**A G E N D A**  
**SAND SPRINGS DEVELOPMENT AUTHORITY**  
**Regular Meeting**  
**Wednesday, September 19, 2018, 4:00 p.m.**  
**Sand Springs Municipal Building, 100 E. Broadway**  
**City Council Chambers, Room 203**

1. Call to Order

2. Roll Call

3. Consider Approval of Minutes of August 15, 2018 Regular Meeting

4. 2019 Meeting Dates

Trustees will review and consider approval of the proposed meeting dates for 2019.

5. 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.

6. 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.

7. Adjournment

This agenda was posted on the Sand Springs website at www.sandspringsok.org, as well as posted at 2:25 a.m./p.m) on Sept 17, 2018, on the digital display board in the lobby of the Sand Springs Municipal Building, 100 E. Broadway, Sand Springs, Oklahoma, 74063, and on the City of Sand Springs website, www.sandspringsok.org., by Cynthia Webster.

# **SAND SPRINGS DEVELOPMENT AUTHORITY**

## **Regular Meeting Minutes**

**Wednesday, August 15, 2018, 4:00 p.m.**

**Sand Springs Municipal Building, 100 E. Broadway**

**City Council Chambers, Room 203**

**MEMBERS PRESENT:** Troy Cox, Chairperson (1-1)  
Sharon Weaver, Vice-Chairperson (2-0)  
Donald Pitts (2-0)

**MEMBERS ABSENT:** Chris Autrey (1-1)

**ALSO PRESENT:** Elizabeth Gray, City Manager  
Daniel Bradley, Assistant City Manager  
Brad Bates, City Planner/Asst. Director-Community Dev.  
Cynthia Webster, Recording Secretary

The Sand Springs Development Authority met in regular session on August 15, 2018, at 4:00 p.m. in the Sand Springs Municipal Building pursuant to the notice and agenda filed with the City Clerk's office and posted at 4:30 p.m., August 10, 2018, on the display board in the first floor lobby of the Sand Springs Municipal Building, 100 E. Broadway, Sand Springs, OK, 74063, and posted on the Sand Springs Website at [www.sand springsok.org](http://www.sand springsok.org).

### **1. Call to Order**

Chairperson Troy Cox called the meeting to order at the noted time of 4:00 p.m.

### **2. Roll Call**

Chairperson Cox called for an individual roll call with members replying in the following manner: Trustee Weaver, here; Trustee Autrey, no response; Chairman Cox, here; Trustee Pitts, here.

Trustee Autrey was noted as absent.

### **3. Consider Approval of Minutes of July 18, 2018**

The minutes of the regular meeting of July 18, 2018 were presented for Trustees' review and consideration.

A motion was made by Trustee Weaver and seconded by Trustee Pitts that the minutes of the July 18, 2018 regular meeting, as presented, be approved.

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

The motion carried 3-0-0.

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

City Planner/Assistant Community Development Director Brad Bates advised Trustees that former Trustee Tom Meshek will be honored for his years of service at the City Council meeting on August 27, 2018.

City Planner/Assistant Community Development Director Bates also advised that a Keep Oklahoma Beautiful Grant had been received and donated paint will be used to paint a downtown office building.

City Planner/Assistant Community Development Director Bates also stated that Community Development Director Grant Gerondale was working on a project to rehab the 84 tree wells in the downtown area.

City Manager Elizabeth Gray advised Trustees that Assistant City Manager Daniel Bradley will be retiring on August 31<sup>st</sup>.

**5. 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 (C), paragraph 10.

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

Chairperson Cox called for the vote recorded as follows: Trustee Weaver, aye; Chairperson Cox, aye; Trustee Pitts, aye. The motion carried 3-0-0.

SSDA Members Trustee Weaver, Chairperson Cox, Trustee Pitts, City Manager Elizabeth Gray, and City Planner/Assistant Director-Community Development Director Brad Bates retired into Executive Session at the noted time of 4:08 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; Chairperson Cox, aye; Trustee Pitts, aye.

The motion carried 3-0-0.

Chairperson Cox reconvened the Development Authority meeting at 4:56 p.m.

**6. Election of Chairperson and Vice-Chairperson**

After brief discussion, Trustee Weaver made a motion to nominate Troy Cox for Chairperson and herself as Vice-Chairperson. Trustee Pitts seconded the motion.

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

The motion carried 3-0-0.

**7. Adjournment**

There being no further business, the meeting was adjourned at the noted time of 4:58 p.m.

\_\_\_\_\_  
Date

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

**City of Sand Springs**  
**Sand Springs Development Authority**  
**2019 CALENDAR YEAR**  
**SCHEDULE OF REGULAR MEETINGS**

<u>Date</u>	<u>Time</u>	<u>Place of Meeting</u>
January 16, 2019	4:00 p.m.	Sand Springs Municipal Building 100 E. Broadway
February 20, 2019	"	Council Chambers, Room 203 Sand Springs, Oklahoma 74063
March 20, 2019	"	" "
April 17, 2019	"	" "
May 15, 2019	"	" "
June 19, 2019	"	" "
July 17, 2019	"	" "
August 21, 2019	"	" "
September 18, 2019	"	" "
October 16, 2019	"	" "
November 20, 2019	"	" "
December 18, 2019	"	" "

Department: Planning  
Address: 100 East Broadway, Room 201, Sand Springs, OK 74063  
Phone: 918-246-2500 ext. 2575

Filed in the office of the Municipal Clerk at \_\_\_\_\_ a.m./p.m. on \_\_\_\_\_, 2018.

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