

# **SAND SPRINGS DEVELOPMENT AUTHORITY**

**Regular Meeting Minutes  
Wednesday, April 21, 2021, 4:00 p.m.  
City Council Chambers  
100 E. Broadway  
Sand Springs, OK 74063**

**MEMBERS PRESENT:** Troy Cox, Chairperson (5-0)  
Sharon Weaver, Vice-Chairperson (5-0)  
Donald Pitts (5-0)  
Sarah Trzynka (4-0)

**MEMBERS ABSENT:** Michael Dickerson (1-4)

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

The Sand Springs Development Authority met in regular session on April 21, 2021, 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 2:20 p.m., April 19, 2021, 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 4:00 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 Trzynka, here; Trustee Dickerson, no response.

Trustee Dickerson was noted as absent.

## **3. Consider Approval of Minutes of March 17, 2021**

The minutes of the regular meeting of March 17, 2021 were presented for Trustees' review and consideration.

A motion was made by Trustee Weaver and seconded by Trustee Pitts that the minutes of the March 17, 2021 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 Trzynka, aye.

The motion carried 4-0-0.

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

City Planner Bates updated Trustees on the Main Street construction project. City Planner Bates advised that Herbal Affair was held this past weekend and appears to be successful. This item was for informational and discussion purposes only and no action was taken by the Development Authority.

**5. City of Sand Springs Properties**

City Planner Bates advised Trustees updated Trustees on the leasing of properties at 108 and 110 E. Broadway. Discussion was held regarding types of businesses that have inquired about the properties. This item was for informational and discussion purposes only and no action was taken by the Development Authority.

**6. 110 E. Broadway**

City Planner Bates went over a potential lease agreement with Sand Springs Chiropractic. Discussion was held regarding needed repairs to the building. Dr. Alex Kvach was present for questions.

A motion was made by Trustee Pitts, and seconded by Trustee Trzynka to discuss the potential lease agreement in 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 Trzynka, aye.

The motion carried 4-0-0.

**7. White Box Grant**

City Planner Bates went over a White Box Grant application submitted by Steve Zieg for 101 N. Main St. Applicant is seeking a White Box Grant to help bring the HVAC and plumbing up to code.

Trustee Weaver made a motion to approve the White Box Grant application for 101 N. Main St. 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 Trzynka, aye.

The motion carried 4-0-0.

**8. White Box Grant**

City Planner Bates went over a White Box Grant application submitted by Steve Zieg for 103 N. Main St. Applicant is seeking a White Box Grant to help bring the HVAC and plumbing up to code.

Trustee Weaver made a motion to approve the White Box Grant application for 103 N. Main St. 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 Trzynka, aye.

The motion carried 4-0-0.

**9. 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.

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 Trzynka, aye.

The motion carried 4-0-0.

SSDA Members Trustee Weaver, Trustee Pitts, Chairperson Cox, Trustee Trzynka, City Manager Mike Carter, and City Planner/Neighborhood Services Director Brad Bates retired into Executive Session at the noted time of 4:34 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 Pitts and seconded by Trustee Weaver.

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

The motion carried 4-0-0.

Chairperson Cox reconvened the Development Authority meeting at 4:59 p.m.

**C.** Chairperson Cox advised of action to be taken as a result of the executive session.

Trustee Weaver made a motion to call a Special Meeting on May 6, 2021 to authorize City Manager Mike Carter to negotiate a contract with Sand Springs Chiropractic. 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 Trzynka, aye.

The motion carried 4-0-0.

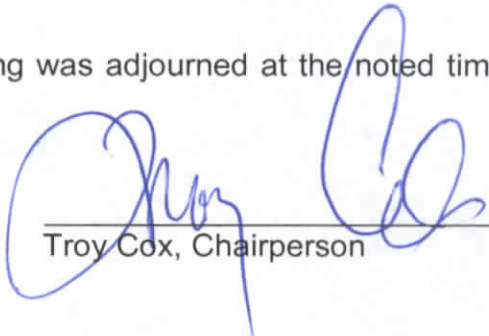
**10. Director's Report**

No director's report was given.

**11. Adjournment**

There being no further business, the meeting was adjourned at the noted time of 5:01 p.m.

05/06/2021  
Date

  
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Troy Cox, Chairperson