

MEETING AND AGENDA
Sand Springs Economic Development Authority (SSEDA)
April 13, 2023 — 4:00 p.m.
Sand Springs Municipal Building
100 E Broadway Street — Council Chamber, 1st Floor
Sand Springs, Oklahoma 74063

1. **Call to Order** Time: _____

2. **Roll Call**

Brent Kellogg _____	Steve Lane _____	Patty Dixon _____
Beau Wilson _____	Johnathan Holson _____	Michael Miller _____
Ryan Walker _____	Mike Burdge _____	

3. **Oath of Office**

City Clerk Janice L. Almy will administer the Oath of Office to Trustee Michael Miller, Ryan Walker, and Mike Burdge.

4. **Training**

The Trustees will review a handbook that outlines the purpose and role of SSEDA and will discuss training on important issues related to the role of the Trustees. (Presented by: City Attorney David L. Weatherford)

This item is for training/informational purposes only.

5. **Document Retention Policy**

Trustees review and consider approval, denial, amendment, or revisions of a document retention policy for SSEDA.

Motion: _____ Second: _____

Roll Call/Vote: _____

6. **Minutes**

Trustees may consider approval, denial, amendment, or revisions of the minutes of the January 12, 2023, special Sand Springs Economic Development Authority meeting.

Motion: _____ Second _____

Roll Call/Vote: _____

7. Election of Secretary/Treasurer

Trustees may consider the appointment of a Secretary/Treasurer in accordance with the Trust Indenture.

Motion: _____ Second: _____

Roll Call/Vote: _____

8. Grants

Trustees may review and consider submittal of a grant in accordance with the mission and Trust Indenture of the Sand Springs Economic Development Authority.

Motion: _____ Second: _____

Roll Call/Vote: _____

9. Bills

Trustees may consider approval of an expenditure for Auditing Services, in accordance with the Trust Indenture – Article VII, 8(b), from Arledge Certified Public Accountants – Invoice No. 40441 in the amount of \$1,500.

Motion: _____ Second: _____

Roll Call/Vote: _____

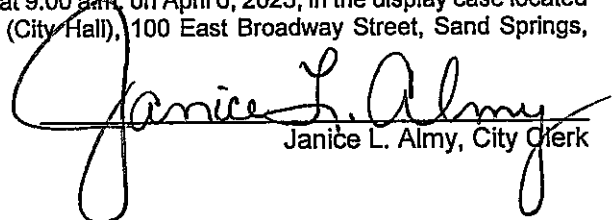
10. City Manager's and Trustee's Report

A) The City Manager and Trustee Members will provide updates regarding recent and upcoming events and projects of interest and the general operations of the City. No action is to be taken.

11. Adjournment Time: _____

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

This agenda was filed in the office of the City Clerk and posted at 9:00 a.m. on April 6, 2023, in the display case located at the front entrance of the Sand Springs Municipal Building (City Hall), 100 East Broadway Street, Sand Springs, Oklahoma, 74063 by Janice L. Almy, City Clerk.


Janice L. Almy, City Clerk