

**MEETING NOTICE AND AGENDA
SAND SPRINGS PARK ADVISORY BOARD**

**Monday, February 2, 2026
Case Community Center
1050 West Wekiwa Road - Sand Springs, OK
Meeting Rooms AB - 5:30pm
www.sandspringsok.gov**

1. **Call to Order** Time _____

2. **Roll Call**

PJ Baker____ Matt Barnett____ Cathy Burdge____ Greg Cordell____
Aaron Hopkins____ Ari Montross____ Emile Tucker____

3. **Invocation**

Chair Cathy Burdge will ask a board member to provide the invocation; the public is welcome, but not required, to participate.

4. **Minutes (October 6, 2025) – Pages 3-5**

The Board will consider approval, denial, amendment, or revision of the minutes of the October 6, 2025 Park Advisory Board regular meeting.

Motion _____ Second _____

5. **Minutes (November 5, 2025) – Pages 6-7**

The Board will consider approval, denial, amendment, or revision of the minutes of the November 5, 2025 Park Advisory Board special meeting.

Motion _____ Second _____

6. **GO Bond Updates**

The Parks Director will update the board on the GO Bond projects.

This item is for informational purposes only.

7. **Special Events Updates**

Updates provided for upcoming special events for the city.

This item is for informational purposes only.

8. Golf Course Updates

The Golf Director will provide updates on the course.

This item is for informational purposes only.

9. Recreation Updates

The Recreation Manager will give updates on recreational activities.

This item is for informational purposes only.

10. Park Project Updates

The Parks Project Manager will provide updates on current and upcoming projects.

This item is for informational purposes only.

11. Director’s Report

The Parks Director will update the Board about park activities and future planning efforts.

This item is for informational purposes only.

12. Advisory Board Members Report

Members of the Park Advisory Board may report on events of interest, projects of interest, and recent or upcoming events and projects.

This item is for informational purposes only.

13. City Manager’s Report

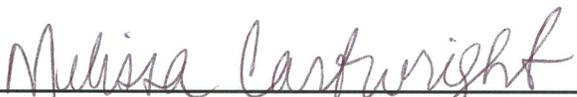
The City Manager will provide updates regarding recent and upcoming events and projects, including events of interest and the general operations of the city.

This item is for informational purposes only.

14. Adjournment

Time _____

This agenda was filed in the office of the City Clerk located at 100 East Broadway Street and posted on the display board located at the front entrance of the Sand Springs Municipal Building (City Hall) at 1:30 p.m. on January 29, 2026, by Melissa Cartwright, Parks Administrative Assistant.



Melissa Cartwright, Parks Administrative Assistant

**MINUTES OF REGULAR MEETING
SAND SPRINGS PARK ADVISORY BOARD
Monday, October 6, 2025
Case Community Center
1050 W Wekiwa Rd – Sand Springs, OK
Meeting Rooms A/B – 5:30pm
www.sandspringsok.gov**

January 2025 to December 2025

MEMBERS:

PJ Baker	6-0
Cathy Burdge	5-1
Aaron Hopkins	3-0
Ari Montross	5-1
Emile Tucker	5-1

ALSO PRESENT:

Mike Carter, City Manager
 Brad Bates, Assistant City Manager
 Josh Quigley, Parks Director
 Joy McAfee, Parks Recreation Manager
 Tyrel Rogers, Parks Project Manager
 Richard Coe, Parks Foreman
 Melissa Cartwright, Parks Admin Assistant

ABSENT:

Matt Barnett	4-2
Greg Cordell	5-1

The Sand Springs Park Advisory Board met in regular session on October 6, 2025, in conference rooms A/B of the Case Community Center pursuant to the regular meeting notice and agenda filed with the City Clerk's office and posted at 11:30 a.m. on October 2, 2025, on the display board located at the front entrance of the Sand Springs Municipal Building (City Hall), 100 East Broadway Street, Sand Springs, Oklahoma, 74063.

1. Call to Order

Chair Cathy Burdge called the meeting to order at the noted time of 5:51pm.

2. Roll Call

Parks Admin Assistant Melissa Cartwright called for an individual roll call with members replying in the following manner:

Baker, here	Barnett, no reply	Burdge, here	Cordell, no reply
Hopkins, here	Montross, here	Tucker, here	

3. Invocation

Chair Cathy Burdge delivered the invocation.

4. Minutes of August 4, 2025 Park Advisory Board Meeting

Emile Tucker motioned to approve the minutes of the August 4, 2025 Park Advisory Board meeting. Ari Montross seconded.

Parks Admin Assistant Melissa Cartwright called for the vote recorded as follows:

Baker, aye; Burdge, aye; Hopkins, aye; Montross, aye; Tucker, aye

The motion carried 5-0-0

5. GO Bond Updates

Parks Director Josh Quigley announced both the Case Park parking lot and Page Park are still in design while the dog park is close to final plans. The museum building improvements and park maintenance expansion building are under construction. The golf parking lot is completed, and the sports fields are nearly finished. Portable restrooms have arrived. Staff are working on wrap ideas for the restrooms and obtaining quotes for the neighborhood trails.

This item was for informational purposes only.

6. Keystone Ancient Forest Property Annexation

Josh Quigley disclosed that city staff will pursue annexation of the Keystone Ancient Forest to make it a city property where city services such as police and fire can respond.

This item was for informational purposes only.

7. Special Events Updates

Josh Quigley announced the city's Christmas Tree Lighting will be on Thursday, November 20, 2025 from 6:30 – 8:30pm with the lighting at 7:30pm in downtown Sand Springs.

This item was for informational purposes only.

8. Golf Course Updates

In Brian Talley's absence, staff shared that golf received a full fleet of golf carts and utility carts that are already in use.

This item was for informational purposes only.

9. Recreation Updates

Joy McAfee shared that she and Josh attended the NRPA conference in Orlando. Joy is now attending Leadership Sand Springs.

The Case Center will host Falloween on October 17, 2025 and Winter Blitz on January 2, 2026. The Tulsa Astronomy Club will be present at both events. Joy and Case Center Facility Coordinator Kaia Forbes will have a booth next week at Angus Elementary during parent teacher night to provide information on the events and activities offered at the Case Center and in the parks.

The gym floor will be cleaned and re-stripped the week of October 19 – 27, 2025. CENA confirmed their approval of a certification to teach cardio drumming (rather than watching videos), a karaoke machine, a cornhole set, card shufflers and handicap grab bars for the restrooms. A lower priced 9-foot pool table was not approved.

This item was for informational purposes only.

10. Park Project Updates

Tyrel Rogers provided additional details on the museum roof and drains, the sports fields resurfacing, the park maintenance building expansion, and that Angus Valley will be the first trail to be addressed in the neighborhood trails project.

Josh Quigley said addenda addressing portable restrooms use and sports playing surfaces are being formulated to amend and supplement the agreement between the user groups and the city.

Richard Coe announced the splash pads are now closed.

This item was for informational purposes only.

11. Director's Report

Josh Quigley said park staff will attend the ORPS conference on November 12 – 13, 2025. Josh and KAF Coordinator Rocky Kelley enjoyed a nationwide art event at Gilcrease Museum. These events are an example of parks staff getting out, making local and regional contacts, and learning from other parks and recreation departments.

This item was for informational purposes only.

12. Advisory Board Members Reports

No reports given.

13. City Manager's Report

City Manager Mike Carter stated the Veterans Center is back under city management. The city will be responsible for the building. Parks will place Veterans Center reservations on the community calendar in Rec Desk. The new sewer system from the airport is complete and the new sewer from Berryhill is nearly complete.

This item was for informational purposes only.

14. Adjournment

Chair Cathy Burdge adjourned at the noted time of 6:49pm.

Cathy Burdge, Chairperson

Date

MLC
pab-minutes

**MINUTES OF SPECIAL MEETING
SAND SPRINGS PARK ADVISORY BOARD
Wednesday, November 5, 2025
Case Community Center
1050 W Wekiwa Rd – Sand Springs, OK
Conference Room Adjoining Meeting Rooms A/B – 4:45 pm
www.sand springsok.gov**

January 2025 to December 2025

MEMBERS:

PJ Baker	7-0
Matt Barnett	5-2
Cathy Burdge	6-1
Greg Cordell	6-1
Aaron Hopkins	4-0
Ari Montross	6-1
Emile Tucker	6-1

ALSO PRESENT:

Mike Carter, City Manager
Brad Bates, Assistant City Manager
Josh Quigley, Parks Director
Joy McAfee, Parks Recreation Manager
Tyrel Rogers, Parks Project Manager
Richard Coe, Parks Foreman
Melissa Cartwright, Parks Admin Assistant

The Sand Springs Park Advisory Board met in special session on November 5, 2025, in the conference room adjoining meeting rooms A/B of the Case Community Center pursuant to the special meeting notice and agenda filed with the City Clerk's office and posted at 3:00p.m. on November 3, 2025, on the display board located at the front entrance of the Sand Springs Municipal Building (City Hall), 100 East Broadway Street, Sand Springs, Oklahoma, 74063.

1. Call to Order

Chair Cathy Burdge called the meeting to order at the noted time of 4:45pm.

2. Roll Call

Parks Admin Assistant Melissa Cartwright called for an individual roll call with members replying in the following manner:

Baker, here	Barnett, here	Burdge, here	Cordell, here
Hopkins, here	Montross, here	Tucker, here	

3. 2026 Golf Fee Structure Change

Matt Barnett motioned to approve the 2026 golf fee structure as presented by Brian Talley. Ari Montross seconded.

Parks Admin Assistant Melissa Cartwright called for the vote recorded as follows:

Baker, aye; Barnett, aye; Burdge, aye; Cordell, aye; Hopkins, aye; Montross, aye; Tucker, aye

The motion carried 7-0-0

4. Adjournment

Chair Cathy Burdge adjourned at the noted time of 5:04pm.

Cathy Burdge, Chairperson

Date

MLC
pab-minutes