

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
FEBRUARY 4, 2013

Southwest Business Products E1113067LD

Pursuant to notice as required by law, the Ponca City Board of Commissioners met in work session at 2:00 p.m. in the Commission Chamber at City Hall, 516 E. Grand Avenue, with Mayor Homer Nicholson presiding:

Present: Homer Nicholson, Mayor
R. Mark Macy, Commissioner
Steve Hermann, Commissioner
Lanita Chapman, Commissioner
Diane Anderson, Commissioner
Craig Stephenson, City Manager
Kevin Murphy, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Others Present: Rhonda Skrapke, Rob Dick, Rod Alexander, Todd Looper, Chris Henderson, Dwaine Vincent, Tana McKinley, Hong Fu, City staff; citizens, Beverly Bryant, Ponca City News

1. Mayor Nicholson called the meeting to order at 2:00 p.m.
2. RECEIVE OVERVIEW ON THE BUDGET PROCESS FOR FISCAL 2013-14.

City Manager Craig Stephenson began by updating commissioners on current sales tax rates, collections and recent elections for sales taxes. Stephenson then gave comments on the recovery of our local economy and reviewed a listing of current infrastructure projects. Stephenson clarified that it is staff's goal to make Ponca City a place where people want to live, work and play. Stephenson relayed that staff has been directed to develop operating budgets that are flat, and that any extraordinary needs would be considered. Stephenson concluded by stating that both management and staff appreciated the strong support of the City Commission.

Finance Director Marc LaBossiere then reviewed the budget process and calendar. Next, LaBossiere distributed a draft omnibus rate and fee resolution for commissioners to review in coming weeks, and he requested and concerns or input be given to the City Manager as utility rates will be directly addressed in April and May. LaBossiere then identified the five major funds of the City as the General Fund, Water Fund, Ponca City Energy Fund, Solid Waste Fund, and Wastewater Fund, and reviewed the financial status of each. LaBossiere concluded by stating that while there is not a lot of new money in the budget, there will also not be cuts and that in aggregate the five major funds are in the best financial shape they have been in since before the economy crumbled in 2008.

Stephenson continued, noting that technology has become a real cost driver for the City, much of which is in the public safety area. Staff will also need to continue to look internally at buildings and facilities, and eventually a new public safety center. Housing is also an issue that continues to be discussed. Stephenson reported that Public Works looks pretty good, and that equipment has been upgraded much in the last 10 - 15 years. Stephenson highlighted a desire to continue a push for safety among employees and that there will be a continued emphasis on training. Discussion ensued.

3. DISCUSS ZEBRA MUSSEL CONCERNS AT LEW WENTZ MEMORIAL GOLF COURSE.

City Manager Craig Stephenson explained that staff became aware of zebra mussels in Lake Ponca approximately three years ago. Since that time the infestation has continued to grow at a rapid rate, and the City needs to make some decisions at golf course.

Rob Dick, Administrative Assistant Public Works, introduced Golf Pro Rod Alexander and Todd Looper from the golf course grounds crew. Alexander proceeded with a PowerPoint presentation on the zebra mussel. The zebra mussel is black and white in color, originally came from Russia, has a fast reproduction rate with a life span of 2-5 years, and is a severe threat to underwater resources. Locally the zebra mussel is also in Kaw Lake.

The presentation then addressed the problem for the golf course, where the zebra mussel is attacking the water intake system for irrigation and is clogging pipes and sprinkler heads. This infestation has increased maintenance costs and the chance of losing irrigation capability for a time, which could result in the loss of a green, or greens. Looper explained the time consuming process of cleaning irrigation heads and the frequency. This new task cost approximately \$32,000 in staff time in the past year.

Alexander then reviewed options on how to control zebra mussels, including chemicals and a filtration system. Alexander then reviewed the staff recommendation for a filtration system, where it would be located, how it would work, and the projected cost of \$165,000. Discussion ensued. Commission consensus was to proceed forward with expediency.

4. CONTINUE DISCUSSION AND CONSIDERATION OF APPLYING FOR WAIVER OF CONFLICT OF INTEREST PROVISIONS PERTAINING TO THE HOME-BUYER ASSISTANCE PROGRAM ADMINISTERED BY THE CITY.

City Manager Craig Stephenson asked Mayor Nicholson and Commissioner Hermann to leave the meeting, while the remaining three commissioners without business ties to real estate discuss the issue. Stephenson reported that Grant Administrator Rhonda Skrapke has corresponded with the ODOC, and if the City chooses to apply for the waiver it will document all buyer, seller, date, and amount of public funds used. That way there will be a clear audit trail if anyone would like to inspect grant details in future.

The proposed waiver includes all public officials, so it is not solely elected officials, but city staff as well. Stephenson clarified the question for the City Commission; are they comfortable with the waiver? Stephenson then outlined the process of moving forward, which includes passage of a resolution first. Discussion ensued.

5. COMMENTS FROM MAYOR AND COMMISSIONERS.

Commissioner Chapman welcomed the recent rainfall. Commissioner Macy relayed that he is in the current class of the Citizen's Police Academy, and is learning much. Macy also requested that all keep Mike Chapman in their prayers. Mayor Nicholson reported that a local group is working to bring the Big Brothers/Big Sisters program to Ponca City, as well as the Love Works program. Nicholson expresses a feeling that both are good programs, and welcome to the community.

6. CITY MANAGER COMMENTS.

City Manager Craig Stephenson announced that the "Great Shake Out" earthquake preparedness exercise would occur on the following Thursday at 10:15 a.m. The exercise will teach proper earthquake response techniques and awareness. Stephenson then relayed that poetry entries are being sought for an Arbor Day contest by the Park Department. Stephenson then informed commissioners about a Voice Over IP fee that the County Board approved that morning, and will be coming for City Commission consideration at the next meeting. Stephenson concluded by showing a new video presentation by Traffic Engineering Manager Mike Lane that is an educational piece on the new permissive left turn traffic signals. The presentation will air on the City cable channel.

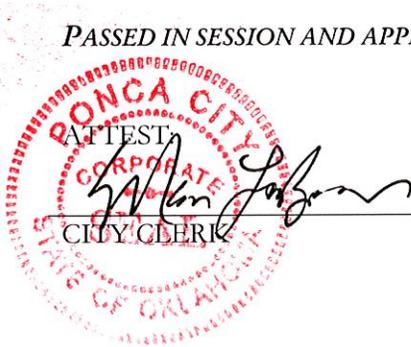
7. ADJOURN.

A motion was made by Commissioner Chapman to adjourn the Ponca City Board of Commissioners Work Session. Commissioner Hermann seconded.

Roll: Yeas; Chapman, Hermann, Nicholson, Macy, Anderson. Nays; none. Motion carried.

Mayor Nicholson adjourned the meeting at 3:13 p.m.

PASSED IN SESSION AND APPROVED THIS 11TH DAY OF FEBRUARY 2013.



Homer Nicholson

MAYOR

