

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
APRIL 1, 2013

Southwest Business Products E815989JB

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

Absent: None

Others Present: Chris Henderson, Don Bohon, Phil Johnston, Craige Baird, Rhonda Skrapke, Walt Klinger, Marcy White, David Horinek, Steve Sullivan, Tana McKinley, Dwaine Vincent, Mike Lane, City staff; David Myers, Larry Murphy, PCDA; citizens; Beverly Bryant, Ponca City News.

1. CALL TO ORDER.

Mayor Nicholson called the meeting to order at 2:02 p.m.

2. RECEIVE BRIEFING ON VIRTUAL SERVER PROJECT TO REPLACE PHYSICAL SERVERS.

City Manager Craig Stephenson noted that the issue came up during the budget process, after several departments requested servers. Stephenson directed Technology Services Director Craige Baird to look into a virtual server project. Stephenson stated that Baird had come up with a project that may be beneficial for the City, and if consensus is in support, staff will move to front fund the project in the current year and move forward.

Baird continued, reviewing concerns and constraints of the current City computer and network system. Baird stated that with several new servers requested for coming year, he looked at long term capital plan, did some research, and visited several Oklahoma cities to review their systems. Baird then outlined the technical aspects of the project.

City Attorney Kevin Murphy questioned whether our data will be stored on our machines. Baird confirmed it would be on City equipment, but not on desktops. Discussion ensued on timing, with Baird expressing confidence of being live before June with major areas, and then bringing others on as needed or time permits. Commissioner Macy relayed feeling good about going virtual and that it is hard work, but well worth it. Stephenson confirmed the project will cost approximately \$190,000.

3. RECEIVE A PRESENTATION FROM STAFF REGARDING A PROPOSED HOUSING INCENTIVE PROGRAM (HIP) WHOSE PURPOSE AND INTENT IS TO ADDRESS THE CURRENT SHORTAGE OF AVAILABLE HOUSING OPPORTUNITIES IN PONCA CITY.

City Manager Craig Stephenson began reminding all that for the last several years there has

been much discussion about a shortage of housing in Ponca City, and that the City has eliminated many dilapidated houses as well. Stephenson relayed that the City had a housing incentive program, but that zero houses were built due to the program. Staff has met with stakeholders to try and identify what the problem is from the supply side as well as the program. Stephenson stated that the proposed program sends a bold statement that we are serious about this and getting homes built.

Development Services Director Chris Henderson reviewed the current housing market statistics and a history of new housing units that have been constructed in Ponca City. Henderson then gave an overview of the proposed Housing Incentive Program (HIP). Discussion ensued.

4. DISCUSS POSSIBILITY OF AN ORDINANCE CHANGE ALLOWING FOR THE DISCHARGE OF FIREARMS INSIDE THE CITY LIMITS IN CERTAIN SITUATIONS PURSUANT TO CONSTRUCTION OF AN INDOOR GUN RANGE.

Mayor Homer Nicholson informed all that there is a local entrepreneur that would like to build an indoor firing range, and that the City will need to make some small ordinance and zoning changes if the project is to be in the City limits. City Manager Craig Stephenson reminded all that the item was first brought forward at the work session on March 18, 2013, and at that time the Commission requested more information, so this is a continuation of that discussion.

Police Chief Don Bohon elaborated on standards for ranges and related issues. Nicholson expressed excitement about a new business in a new industry where law abiding citizens can have a place to shoot safely and promote gun safety in Ponca City, and views the project as a very positive step. Discussion ensued on the facility, safety classes, age limits, and a timeline to Commission decisions. Bohon qualified that any ordinance change will also include a fix for conflicts with the State's recent conceal to carry laws.

RECEIVE REPORT AND DISCUSS REPLACEMENT OF THE DIESEL PLANT SUBSTATION.

City Manager Craig Stephenson began, informing all that during budget preparation and capital review Ponca City Energy staff proposed an alternate idea to just fixing up the old Diesel Plant Substation, and replacing it with new. Stephenson relayed that there will be some insurance proceeds from the fire that occurred and given the excellent bid price received for a new transformer, the cost to construct a new substation is only slightly more than fixing the old one. Stephenson noted that the Diesel Plant Substation has been tied to 75% of outage minutes in the City this past year.

Ponca City Energy Manager Phil Johnston continued, giving some history on the substation and discussed how power flows through the current substation to get on the grid. Johnston showed a PowerPoint presentation with pictures of the existing substation versus a recent one constructed on N. Ash Street and Prospect. Johnston then reviewed a list of positive benefits that the utility would get from constructing a new substation. Johnston relayed reluctance at first to build a new substation, but after researching the idea, now supports it. Discussion ensued.

Johnston noted that if approved, staff will start the process and purchase land, begin land preparation and preliminary engineering this year. As the transformer can be used in either a

fix of the old or constructing new, that has already been approved by the City Commission and ordered. Johnston concluded with statements that over the long term a new substation would save a lot of money and be a much safer site.

COMMENTS FROM MAYOR AND COMMISSIONERS.

Commissioner Macy relayed a recent experience on Wentz Golf Course, and meeting some out of town visitors who were enjoying the facility.

5. CITY MANAGER COMMENTS.

City Manager Craig Stephenson reminded all of the Municipal Showcase Event to be held on April 22, 2013 at the Hutchins Auditorium. Stephenson noted that Leadership Ponca City “local government day” was on the following Wednesday, and invited commissioners to lunch with the group. Stephenson then informed those in attendance of the all day budget meetings to be held on April 15 & 16, 2013 with the City Commission and City departments. Stephenson then relayed information on upcoming training for all City staff on harassment and hostile work environment that will be held on April 23, 24, and 25, 2013 that will be put on by the Oklahoma Municipal Assurance Group (OMAG). Stephenson concluded with news that Two Hats restaurant has burned down and that debris will be removed soon.

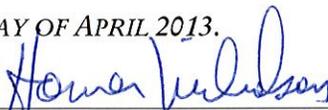
6. ADJOURN.

A motion was made by Commissioner Chapman to adjourn. Commissioner Macy seconded.

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

Mayor Nicholson adjourned the meeting at 3:41p.m.

PASSED IN SESSION AND APPROVED THIS 22ND DAY OF APRIL 2013.



MAYOR

ATTEST:



CITY CLERK

