

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
November 16, 2015

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
Lanita Chapman, Commissioner
Ryan Austin, Commissioner
Nancy Rathbun, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Pamela Jones, Controller

Absent: Mary Beth Moore, Commissioner
Marc LaBossiere, Finance Director/City Clerk

Others Present: Tana McKinley, Chris Henderson, Don Bohon, Anthony Rogers,
City Staff; Steve Dye, Ponca City News and Beverly Bryant,
TEAM Radio

1. **CALL TO ORDER**

Mayor Nicholson called the meeting to order at 2:00 p.m.

2. **DISCUSS PENDING APPLICATION FOR AFFORDABLE "TAX CREDIT" HOUSING PROJECTS TO BE LOCATED BOTH WITHIN THE CENTRAL BUSINESS DISTRICT AND AT THE NORTHEAST CORNER OF HIGHLAND AND WAVERLY STREET.**

Development Services Director Chris Henderson gave an update on two proposed projects that a developer is submitting to the Oklahoma Housing and Finance Agency (OHFA) for tax credit funding. The application deadline is January 1, 2016. Both projects have a 15 year commitment on renting income based apartments. After the 15 year commitment is complete the owner could charge the going market rate for apartment rentals.

Project one is a hybrid project to restore and renovate the Community Building on 3rd Street and Grand Avenue into 22 apartments and demolish the existing vacant structure at 315 E. Cleveland and build a two story apartment complex also with 22 units. Both buildings are designated for 55 year and older residents. The new structure will be designed in the period look of other downtown buildings. These projects will also be eligible for Historic Building tax credits. Henderson stated the developer is asking the City to commit dedicated parking spaces downtown for the exclusive use of the new residents. The City could (by ordinance) grant a special license and use agreement and lease the parking spaces for an annual nominal fee. Dedicating the parking spaces will need to be considered in an upcoming resolution to meet the developer's deadline to secured parking for the completion of their applications. A business owner downtown that has a private parking lot has also been asked to dedicate space for parking and has verbally agreed. Henderson stated that the developer could ask for other concessions, such as to ask the City to waive building permit fees and/or do utility work.

The second project was described as a \$2 million remodeling project at the Copper Ridge Apartments. The original complex was designated for families with income restrictions. That designation is nearing the end of its 15 year commitment and the current owner will be allowed to charge the current market rental value. If this project is approved the apartments will maintain the income restrictions. Questions brought to Henderson included timing of construction if approved, if retail space will still be allowed at the Community Building and how the parking spaces will be restricted for residents. Henderson said OHFA will announce the projects that are approved for funding in May 2016 and the construction date will be January 2017. There would be no retail space available and signage will be used to designate parking.

3. **COMMENTS FROM MAYOR AND COMMISSIONERS.**

Mayor Nicholson commented on our friends in France and asked everyone to keep them in their thoughts and prayers.

4. **CITY MANAGER COMMENTS.**

City Manager Craig Stephenson announced that leaves will be picked-up from November 23, 2015 through the end of the year. Stephenson concluded with a reminder of four upcoming events, Thursday November 26th Daddy Long Legs Run/Walk, Friday December 4th Friends of the Library Open House and Saturday December 5th Holiday Parade and the Gala at Marland Mansion.

5. **ADJOURN.**

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

Roll: Yeas; Chapman, Austin, Nicholson, Rathbun. Nays; None. Motion carried.

Mayor Nicholson adjourned the meeting at 2:30 p.m.

~~PASSED IN SESSION~~ **PASSED IN SESSION AND APPROVED THIS 23RD DAY OF NOVEMBER 2015.**



Homer Nicholson
MAYOR

ATTEST:

Man Johnson
CITY CLERK