MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
November 28, 2016

Southwest Business Products E1505510LD

Pursuant to notice as required by law, the Ponca City Board of Commissioners met in regular session at 5:30 p.m. in the Commission Chamber at City Hall, 516 E. Grand, with Mayor Homer Nicholson presiding:

Present: Homer Nicholson, Mayor
Mary Beth Moore, Commissioner
Lanita Chapman, Commissioner
Nancy Rathbun, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Ryan Austin, Commissioner

Others Present: Randy Tyner, Dave Williams, Chris Henderson, Butch Herring, Tyler Autry, Dana Bright, City staff; David Myers, PCDA; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER
Mayor Homer Nicholson called the meeting to order at 5:31 p.m.

2. INVOCATION – City Attorney Mike Vanderburg

3. PLEDGE OF ALLEGIANCE

****CONSENT AGENDA****

The Board of Commissioners found items #4 and #5 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as read. Commissioner Moore seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held November 14, 2016.

5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6266

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

****ITEMS REMOVED FROM THE CONSENT AGENDA****

6. None.

****COMMUNICATIONS FROM MAYOR AND COMMISSIONERS****

7. None.

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****REPORTS****

8. CITY MANAGER'S REPORT

City Manager Craig Stephenson explained that the Oklahoma Housing Finance Agency (OHFA) met on November 16, 2016, and approved Tax Credit projects that repurpose the Community Building into an apartment complex using both housing and historic tax credits. The second portion of this application, and subsequent award, is the construction of a new facility in the 200 block of North 4th Street that will provide 24 additional housing units. The facilities will include a computer center, fitness center, community room, and a community storm shelter for the residents. The total estimated value of these projects is 5.7 million dollars. These two facilities will add 48 housing units in the Central Business District.

Stephenson stated that on November 17, 2016 City staff held a table top exercise where the Emergency Operations Center was activated. City staff worked through a different type of emergency response which was an earthquake scenario in collaboration with Phillips 66. While most of the staff can work through the fire, ice, wind, and tornado type events, this exercise called upon staff to think about responses and the various consequences, either deliberate or unattended. There was a lot of discussion surrounding various possible responses and the necessary resources.

Stephenson made the public aware that the Annual Lighted Christmas Parade is scheduled for Friday, December 2, 2016, at 6:00 p.m. The parade will begin at the intersection of Oak Street and Grand Avenue, and travel east to 5th Street. Groups, organizations, or individuals are welcomed to participate in the free event.

Stephenson gave a reminder that the City of Ponca City, the Chamber of Commerce, and the Ponca City Development Authority will host the Business After Hours on December 13, 2016 at the Marland Mansion from 5:00 p.m. to 7:00 p.m.

Stephenson announced that The "Brides of Oklahoma," a statewide bridal magazine, named their top ten historic wedding sites in the state on November 14, 2016. The E. W. Marland Mansion and Estate came in second only to the Harwelden Mansion in Tulsa.

Stephenson invited the public to visit Marland's Grand Home which is celebrating its centennial. A special 100th Year Holiday Open House will be held Saturday, December 10, 2016, from 10:00 a.m. to 5:00 p.m. "Santas from Around the World" will be represented at this event, telling tales of the holidays from their respective countries. There will also be baked goods, cookbooks, and other festive activities.

9A. Conduct A Public Hearing On Subparagraph (B) Hereof.

Development Services Director gave an introduction to the topic, with details.

No public comment was received.

9B. Consider And Vote On An Ordinance Amending Title 10, Chapter 1, Chapter 2, And Chapter 5, Of The City Code Of Ponca City, Entitled "Building Codes And Regulations"; Providing For The Adoption Of The ICC 2015 Edition Of The International Existing Building Code, The 2014 Edition Of The National Electric Code, And The ICC 2015 Edition Of The International Fire Code; Providing For Repealer And Severability; And Declaring An Emergency.

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ORDINANCE NO. 6226

AN ORDINANCE AMENDING TITLE 10, CHAPTER 1, CHAPTER 2, AND CHAPTER 5, OF THE CITY CODE OF PONCA CITY, ENTITLED "BUILDING CODES AND REGULATIONS"; PROVIDING FOR THE ADOPTION OF THE ICC 2015 EDITION OF THE INTERNATIONAL EXISTING BUILDING CODE, THE 2014 EDITION OF THE NATIONAL ELECTRIC CODE, AND THE ICC 2015 EDITION OF THE INTERNATIONAL FIRE CODE; PROVIDING FOR REPEALER AND SEVERABILITY; AND DECLARING AN EMERGENCY.

Commissioner Rathbun made the motion to approve item 9B as read. Commissioner Chapman seconded.

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

9C. Consider And Vote On The Emergency Clause Of The Ordinance.

Commissioner Moore made the motion to approve item 9C as read. Commissioner Rathbun seconded.

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

****NEW BUSINESS****

10. Consider And Vote On Addendum #2 To The Recreation Center Operating Agreement Between The City Of Ponca City, Oklahoma And The Young Men's Christian Association Of Ponca City, Oklahoma.

Commissioner Chapman made the motion to approve item #10 as stated. Commissioner Moore seconded.

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

****CITIZENS COMMENTS****

11. Kent Hood, 601 N. Waverly, Apt. G3, expressed concern over non-handicapped individuals parking in designated handicapped parking spots and encouraged increased Police enforcement of the problem.

RECESS TO PONCA CITY UTILITY AUTHORITY MEETING

Commissioner Rathbun made the motion to recess to the Ponca City Utility Authority meeting. Commissioner Moore seconded.

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

Mayor Nicholson recessed to the Ponca City Utility Authority meeting at 5:57 p.m.

At 5:59 p.m. the Commission returned to regular session.

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12. Receive Ponca City Development Authority Review.

    PCDA Executive Director David Myers gave an overview of the local economy.

13. Entertain Motion To Enter Executive Session Pursuant To Title 25 Section 307B Subsection 7 Oklahoma Statutes For Purposes Of Conferring On Matters Pertaining To Economic Development Upon Finding That The Matter To Be Discussed Would Interfere With The Development Of Products Or Services Or If Public Disclosure Would Violate The Confidentiality Of The Business.

    At 6:13 p.m. a motion was made by Commissioner Moore to enter into executive session. Commissioner Chapman seconded.

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

14. Return To Regular Session And Take Any Necessary Action, If Appropriate, On Items Discussed In Executive Session.

    The Board of Commission returned to regular session with no action being taken.

15. <u>ADJOURN</u>

    The motion to adjourn was made by Commissioner Chapman and seconded by Commissioner Moore.

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

    Mayor Homer Nicholson adjourned the Board of Commissioners meeting at 6:43 p.m.

PASSED IN SESSION AND APPROVED THIS 12TH DAY OF DECEMBER 2016.

PONCA CITY CORPORATE SEAL STATE OF OKLAHOMA

Homer Nicholson
MAYOR

ATTEST:

CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
November 28, 2016

Pursuant to notice as required by law, the Board of Trustees of the Ponca City Utility Authority met in regular session at 5:30 p.m. in the Commission Chamber at City Hall, 516 E. Grand, with Chairman Homer Nicholson presiding.

Present: Homer Nicholson, Chairman
Mary Beth Moore, Trustee
Lanita Chapman, Trustee
Nancy Rathbun, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: Ryan Austin, Trustee

Others Present: Randy Tyner, Dave Williams, Chris Henderson, Butch Herring, Tyler Autry, Dana Bright, City staff; David Myers, PCDA; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER
Chairman Homer Nicholson called the meeting to order at 5:57 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2 through #4 noncontroversial and routine in nature by the governing body and are approved by one motion.

Trustee Chapman made the motion to approve the consent agenda as read. Trustee Rathbun seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held November 14, 2016.

3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 981

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS AGAINST THE PONCA CITY UTILITY AUTHORITY OF PONCA CITY, OKLAHOMA

4. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.

****ITEMS REMOVED FROM THE CONSENT AGENDA****

5. None.

****NEW BUSINESS****

None

6. ADJOURN

Trustee Moore made the motion to adjourn the meeting of the Ponca City Utility Authority. Trustee Rathbun seconded.

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

Chairman Homer Nicholson adjourned the PCUA Board of Trustees at 5:59 p.m.

PASSED IN SESSION AND APPROVED THIS 12TH DAY of DECEMBER 2016.

PONCA CITY UTILITY AUTHORITY OFFICIAL SEAL OKLAHOMA

ATTEST:

TRUST SECRETARY

CHAIRMAN