

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
July 17, 2017

Southwest Business Products E1505510LD

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

Present: Nancy Rathbun, Vice Mayor  
Ryan Austin, Commissioner  
Lanita Chapman, Commissioner  
Shasta Scott, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Homer Nicholson, Mayor

Others Present: Rhonda Skrapke, John Andrew, Butch Herring, Dave Williams, Anthony Rogers, Tana McKinley, Jim Fairbanks, City staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Vice Mayor Nancy Rathbun called the meeting to order at 2:00 p.m.

**\*\*CONSENT AGENDA\*\***

The Board of Commissioners found items #2 through #8 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda. Commissioner Austin seconded.

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

2. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held June 26, 2017.

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

**RESOLUTION NO. 6304**

***A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.***

4. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various City Funds, As Outlined On Amendment #1, For Fiscal Year 2017-18.

**RESOLUTION NO. 6305**

***A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS CITY FUNDS, AS OUTLINED ON AMENDMENT #1, FOR FISCAL YEAR 2017-18.***

5. Consider And Vote Upon A Resolution Appointing Members To Various Boards And Commissions And Establishing The Terms Of Office Thereof.

**RESOLUTION NO. 6306**

***A RESOLUTION APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS AND ESTABLISHING THE TERMS OF OFFICE THEREOF.***

<u>BOARD</u>	<u>NAME</u>	<u>TERM</u>	<u>TERM OF OFFICE</u>
Board of Adjustment	Winston Lindsay	Re-Appointed	6-1-17 to 5-31-20
Board of Adjustment	Kelly Murphy	Re-Appointed	6-1-17 to 5-31-20
Marland Estate Commission	Mert Martens	Re-Appointed	6-1-17 to 5-31-20
Park & Rec Advisory Board	Suzanne Devinney	Appointed	7-10-17 to 5-31-20
Park & Rec Advisory Board	Liz Leaming	Appointed	7-10-17 to 5-31-20

6. Consider And Vote On A Resolution Readopting The Citizen Participation Plan For The City Of Ponca City, Oklahoma Dated July 14, 2014.

**RESOLUTION NO. 6307**

***A RESOLUTION READOPTING THE CITIZEN PARTICIPATION PLAN FOR THE CITY OF PONCA CITY, OKLAHOMA DATED JULY 14, 2014.***

7. Consider And Vote On A Lease Agreement Between The City Of Ponca City (Lessor) And The Ponca City Christian Academy (Lessee) For Angela Hall Located At 901 Monument Road, On The E.W. Marland Estate, Commencing On July 1, 2017 And Terminating On June 30, 2018.
8. Consider And Vote On A Request From Ponca City Main Street To Grant A Variance To The Alcoholic Beverage Ordinance To Allow For A "Beer Garden" Serving Low Point Beer In A Designated Event Area At The Crazy Days Event To Be Held Thursday, August 3, 2017, 5:00-9:00 Pm On 4<sup>th</sup> Street From Grand Avenue To Cleveland Avenue.

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

9. None.

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

10. Vice Mayor Rathbun announced that the Young Park Splashpad is now open, and stated it was great addition for the neighborhood.

**\*\*REPORTS\*\***

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson had no comments.

**\*\*NEW BUSINESS\*\***

12. Consider And Vote On Submission Of An Application For The Small Cities Community Development Block Grant (CDBG) Program To The Oklahoma Department Of Commerce For FY-2017 Funding In The Amount Of \$100,159.

Commissioner Austin made the motion to approve item #12. Commissioner Chapman seconded.

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

13. Consider And Vote On A Resolution To Affirm The City's Commitment To Take All Action Within Its Power To Facilitate The Receipt Of Assistance Of Community Development Funds If The City Of Ponca City Is Awarded A Community Development Block Grant From The Oklahoma Department Of Commerce.

**RESOLUTION NO. 6308**

***A RESOLUTION TO AFFIRM THE CITY'S COMMITMENT TO TAKE ALL ACTION WITHIN ITS POWER TO FACILITATE THE RECEIPT OF ASSISTANCE OF COMMUNITY DEVELOPMENT FUNDS IF THE CITY OF PONCA CITY IS AWARDED A COMMUNITY DEVELOPMENT BLOCK GRANT FROM THE OKLAHOMA DEPARTMENT OF COMMERCE.***

Commissioner Scott made the motion to approve item #13. Commissioner Austin seconded.

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

14. Consider And Vote On A Resolution Obligating Funds To Be Used As Leverage With The FY-17 Small Cities Community Development Block Grant (CDBG) Program.

**RESOLUTION NO. 6309**

***A RESOLUTION OBLIGATING FUNDS TO BE USED AS LEVERAGE WITH THE FY-17 SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.***

Commissioner Austin made the motion to approve item #14. Commissioner Chapman seconded.

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

15. ADJOURN

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

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

Vice Mayor Rathbun adjourned the Board of Commissioners meeting at 2:12 p.m.

*PASSED IN SESSION AND APPROVED THIS 24TH DAY OF JULY 2017.*

ATTEST:

CITY CLERK



MAYOR

*Henry Nicholson*

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
July 17, 2017

Pursuant to notice as required by law, the Board of Trustees of the Ponca City Utility Authority met in special session at 2:00 p.m. in the Commission Chamber at City Hall, 516 E. Grand, with Vice Chairman Nancy Rathbun presiding.

Present: Nancy Rathbun, Vice Chairman  
Ryan Austin, Trustee  
Lanita Chapman, Trustee  
Shasta Scott, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Homer Nicholson, Chairman

Others Present: Rhonda Skrapke, John Andrew, Butch Herring, Dave Williams, Anthony Rogers, Tana McKinley, Jim Fairbanks, Jesse Beck, City staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio

1. CALL TO ORDER

Vice Chairman Nancy Rathbun called the meeting to order at 2:12 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 Austin made the motion to approve the consent agenda. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held June 26, 2017.

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

**RESOLUTION NO. 1000**

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

4. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various Funds Of The Ponca City Utility Authority, As Detailed On Amendment #1, For Fiscal Year 2017-18.

**RESOLUTION NO. 1001**

***A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS OF THE PONCA CITY UTILITY AUTHORITY, AS DETAILED ON AMENDMENT #1, FOR FISCAL YEAR 2017-18.***

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

5. None.

**\*\*NEW BUSINESS\*\***

6. Consider And Vote Upon Authorizing The Execution Of The Agreement With Pictometry International Corp And Authorizing Engineering Staff To Order The Aerial Photography Flight.

Trustee Austin made the motion to approve item #6. Trustee Scott seconded.

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

7. ADJOURN

A motion to adjourn was made by Trustee Austin and seconded by Trustee Chapman.

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

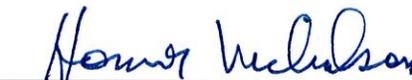
Vice Chairman Rathbun adjourned the Ponca City Utility Authority meeting at 2:22 p.m.

*PASSED IN SESSION AND APPROVED THIS 24TH DAY of JULY 2017.*



ATTEST:

  
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TRUST SECRETARY

  
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CHAIRMAN