

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
February 18, 2019

Southwest Business Products E1505510LD

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
Shasta Scott, Commissioner
Paul Taylor, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Ryan Austin, Commissioner

Others Present: Phil Johnston, Judge Bill Kirkpatrick, Don Nuzum, Rob Dick, Chris Henderson, Tana McKinley, Pam Jones, Don Bohon, Richard Evans, John Andrew, Rhonda Skrapke, Terry Brown, Shane Becker, Mike Lane, Hong Fu, Eric Newell, City staff; Steve Dye, Ponca City News

1. CALL TO ORDER.

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

2. OATH OF OFFICE FOR MAYOR HOMER NICHOLSON.

Municipal Court Judge Bill Kirkpatrick administered the statutory oath of office to Mayor Nicholson.

3. RECEIVE A PRESENTATION ON THE CONCEPTUAL DESIGN FOR PONCA CITY PUBLIC SAFETY FACILITY FROM ADG.

Police Chief Don Bohon reviewed activities over recent years that led up to this time, including a request for qualifications for an architect, contract award, needs assessments, preliminary designs, and further conceptual design. Bohon then introduced Scott Dedmon of ADG in Oklahoma City.

Dedmon explained it has taken several stages to get to today's presentation. Dedmon stated he is a principle at ADG, and that a recent project completed by the firm was a Police Station and Municipal Court facility for Oklahoma City. He explained that other specialists were brought on to this project design to refine preliminary estimates. Dedmon noted that aesthetics were also a major consideration, so the proposed facility would blend well with Ponca City architecture. Dedmon reviewed the phases of designing the facility, as well as details on the existing facility which does not serve current work flows well or comply with State jail requirements.

Next, Dedmon outlined details about the proposed facility, which includes 41,000 square feet, not including the Municipal Court function that will stay in the current building. Dedmon noted the original design came with an estimated cost of \$26-\$28M, which was higher than the desired budget. After several re-designs duplicate spaces were identified and eliminated, the biggest being a co-location of the Community Room that will also serve the Emergency Operations Center when activated.

Dedmon reviewed the floor plan of the proposed facility on powerpoint, identifying each designed space, floor by floor, as well as a secure outdoor recreation area. Dedmon concluded noting the projected cost is \$19.9M, including engineering, furnishings and fixtures. Discussion ensued.

4. RECEIVE OVERVIEW ON THE BUDGET PROCESS FOR FISCAL 2019-20.

City Manager Craig Stephenson informed all that time to develop a new budget for the upcoming Fiscal 2019-20 year. Stephenson noted that a budget kick-off meeting has been held with all departments and they have been allowed a 1% increase in operating costs. Stephenson requested that commissioners reserve April 15 & 16, 2019 for all day budget hearing with every City department and noted that the Commission will see all capital requests as well as a pared back Manager Proposed Budget that will be in balanced form. Stephenson then deferred to Finance Director Marc LaBossiere for further details.

LaBossiere reviewed the budget process for commissioners, followed by financial highlights of major City funds. Next, he reviewed major budget issues that will affect the coming budget year. LaBossiere was pleased to announce that total PCUA debt at the start of the coming fiscal year is one-third the amount of twenty years ago. Discussion ensued.

5. COMMENTS FROM MAYOR AND COMMISSIONERS.

Mayor Nicholson welcomed a group of Boy Scouts who were in attendance.

6. CITY MANAGER COMMENTS.

City Manager Craig Stephenson informed all that the City will be hosting the graduation ceremony for the Oklahoma Municipal League's 2018-19 Leadership Development Class VII on Thursday and Friday of this week at the Marland Mansion and City Hall. As such, the Ponca Politics Forum will be held on Friday from noon to 1:00 p.m. in the City Central Building's Gravity Room, which is located on the 5th floor. Speakers will include Senator Coleman, Representative Luttrell, and Representative Pfeiffer, who will discuss this year's legislative session.

Stephenson continued, noting that a Ribbon Cutting Ceremony for the Ponca City RecPlex will be held on the following day, Tuesday, February 19 at 10:00 a.m. Stephenson relayed that IRS certified AARP Tax-Aide volunteers are available to prepare and electronically file Federal and Oklahoma State tax returns at the Ponca City Library. The service is free of charge and is available for low and middle income residents of all ages. The service is available thru April 11th on a first-come first-serve basis, from 9:00 a.m. to 5:00 p.m.,

Monday thru Thursday. Volunteers are authorized to prepare most basic returns, however, they do not prepare returns for taxpayers that have income from rental properties or complicated business returns. Stephenson concluded by informing all that AllianceHealth will host a meet & greet to welcome their new providers to Ponca City. The event will be held at 1900 N. 14th St. in Conference Room C, on Thursday, February 21, 2019 from 7-9 a.m.

7. ADJOURN

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

Roll: Yeas; Chapman, Scott, Nicholson, Taylor. Nays; None. Motion carried.

Mayor Nicholson adjourned the meeting at 3:04 p.m.

PASSED IN SESSION AND APPROVED THIS 25TH DAY OF FEBRUARY 2019.





VICE MAYOR

ATTEST:



CITY CLERK

