

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
March 11, 2019

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  
Ryan Austin, Commissioner  
Lanita Chapman, Commissioner  
Paul Taylor, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Shasta Scott, Commissioner

Others Present: Tana McKinley, Eric Newell, Pam Jones, Kevin Jeffries, Stacie Hobbs, Chris Henderson, Kacey Flannery, Dave Williams, Hong Fu, Butch Herring, City Staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. PLEDGE OF ALLEGIANCE

**\*\*CEREMONIES & PROCLAMATIONS\*\***

3. Arbor Day Proclamation
4. Character Trait for March: Patience

**\*\*CHARTER ITEM\*\***

5. Election Of Vice-Mayor In Accordance With Provisions Of Section 60 Of The City Charter.

Commissioner Chapman made the motion to nominate Commissioner Ryan Austin for Vice-Mayor. Commissioner Taylor seconded.

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

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

The Board of Commissioners found items #6 through #9 non-controversial and routine in nature. Commissioner Austin made the motion to approve the consent agenda. Commissioner Taylor seconded.

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

6. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held February 25, 2019.

7. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims Against The City of Ponca City, Oklahoma.

**RESOLUTION NO. 6431**

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

8. Consider And Vote Upon A Request From Ponca City Main Street To Grant A Variance To The Alcoholic Beverage Ordinance. The Variance Would Allow For The Serving Of 2 Oz. Craft Beer Samples By Licensed Home Brewers In A Designated "Event Area" At The First Annual Brew Fest To Be Held On Saturday, May 4, 2019. The "Event Area" Includes Two Blocks Of Central Between Third And Fifth Streets, And Fourth Street West Of The City Central Building.
9. Consider And Vote On A Request From Quarter Turn Resources Inc. To Use The Self-Contained Showmaster Mobile Stage On July 13, 2019 For A Company Celebration At A Private Residence.

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

10. None

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

11. Mayor Homer Nicholson relayed that he will be in Edmond this coming Thursday, at the annual meeting of the Oklahoma Municipal Power Authority.

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

12. CITY MANAGER'S REPORT

City Manager Craig Stephenson announced Klaasmeyer, the contractor for Phase I of the Ponca City Broadband project, began work today on building the first leg of the transport loop and will continue to build out Phase I. It is anticipated that this phase will be completed by June 10, 2019.

Stephenson made the public aware that A Legislator Forum will be Friday March 22, 2019 from Noon to 1:00 p.m. at City Hall in the City Commission Chamber, Representative Luttrell and Representative Pfeiffer along with Senator Coleman will be in attendance to provide an update on legislative activities.

Stephenson noted that on March 25, 2019 there will be a School Board Candidate Forum at City Hall in the Commission Chamber from Noon to 1:00 p.m. David Kinkaid and Amanda Porter-Cain will be attending to present their positions and answer questions.

Stephenson mentioned the City is promoting a one-day Citywide Garage Sale event to be held on April 6, 2019. The \$5.00 permit is waived for this event and does not count toward the annual limit of two garage sales. The Spring Cleanup will be April 6 through 13, 2019 this year and is for Ponca City residents only. Additional information is being mailed out in the utility bills.

Stephenson explained that there would be meetings with Department Heads on their budget requests this week in preparation of the draft budget to be presented to the City Commission on April 15 and 16, 2019.

13. MAIN STREET REPORT

Main Street Executive Director Chelsea McConnell gave commissioners an update on activities, including 2018 reinvestment figures, the annual board retreat; nominations for Oklahoma Main Street awards, arts grant projects, and the 2019 calendar of events.

14. RECEIVE BUDGET STATUS REPORT FOR THE SECOND QUARTER ENDED DECEMBER 31, 2018.

City Controller Pam Jones gave an overview of major funds operational revenues and expenses at the close of the second quarter on December 31, 2018.

**\*\*PUBLIC HEARINGS \*\***

15a. Conduct a Public Hearing on Subparagraph (B) Hereof.

Development Services Director Chris Henderson informed commissioners that the applicant is unable to attend this meeting, and has requested it be continued to the next meeting.

15b. Consider And Vote Upon An Ordinance Rezoning A Tract Of Land Located At 109 West Prospect Avenue From R-2 Two-Family Residential To C-2 General Commercial.

**ORDINANCE NO.**

**AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 109 WEST PROSPECT AVENUE FROM R-2 TWO-FAMILY RESIDENTIAL TO C-2 GENERAL COMMERCIAL.**

Commissioner Taylor made the motion to continue the item. Commissioner Chapman seconded.

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

**\*\*CITIZENS COMMENTS\*\***

16. None

17. ADJOURN

The motion to adjourn was made by Commissioner Austin and seconded by Commissioner Taylor.

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

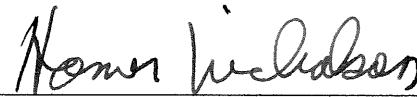
Mayor Nicholson adjourned the Board of Commissioners meeting at 6:13 p.m.

***PASSED IN SESSION AND APPROVED THIS 25<sup>TH</sup> DAY OF MARCH 2019.***

ATTEST:

  
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CITY CLERK



  
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MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
March 11, 2019

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  
Ryan Austin, Trustee  
Lanita Chapman, Trustee  
Paul Taylor, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Shasta Scott, Trustee

Others Present: Tana McKinley, Eric Newell, Pam Jones, Kevin Jeffries, Stacie Hobbs, Chris Henderson, Dave Williams, Hong Fu, Butch Herring, City Staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:13 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, Nicholson, Taylor. Nays; None. Motion carried.

2. Consider And Vote Upon The Minutes Of The Regular Session Held February 25, 2019.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims Against The Ponca City Utility Authority Of Ponca City, Oklahoma.

**RESOLUTION NO. 1056**

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

4. Consider And Vote On A Construction Contract For The Wentz Water Tower Exterior Over-Coating Improvements Project With Luckinbill, Inc., Enid, Oklahoma, In The Amount Of \$39,920.00.

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

5. None

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

- 6a. Consider And Vote To Conduct An Executive Session For The Confidential Communication Between The Commission And Its Attorney On The Pending Contract Claims Over The Operation Of The Former Ponca City Family Aquatic Center. The City Attorney Advises That Public Disclosure Will Seriously Impair The Ability Of The Trustees To Process The Claim And Any Possible Litigation Authorized Therefrom In The Public Interest. Authority for the Executive Session Is 25 O. S. § 307B.4.
- 6b. Consider And Vote To Pay The Claim Of Equity Bank (Successor To Eastman National Bank) In The Amount Of \$992,500 In Principal And \$3,446.36 In Accrued Interest, Based On The Young Men's Christian Association (YMCA)'s Encumbrance In Favor Of Eastman National Bank, Under Paragraph 2(A)(3) Of Addendum No. 3 To Recreation Center Operating Agreement.

At 6:16 p.m. Commissioner Taylor made the motion to enter executive session. Commissioner Chapman seconded.

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

At 6:46 p.m. the Commission returned to regular session.

Trustee Taylor made the motion to approve item 6b to pay the claim to Equity Bank in the principal amount of \$992,500.00 and interest accrued at \$3,446.36. Trustee Austin seconded.

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

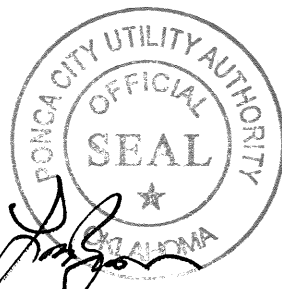
Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:48 p.m.

***PASSED IN SESSION AND APPROVED THIS 25<sup>TH</sup> DAY of MARCH 2019.***

ATTEST:

  
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TRUST SECRETARY





CHAIRMAN