

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
SEPTEMBER 16, 2013

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
R. Mark Macy, Commissioner
Lanita Chapman, Commissioner
Steve Hermann, Commissioner
Diane Anderson, Commissioner
Craig Stephenson, City Manager
Kevin Murphy, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Others Present: Tana McKinley, Don Bohon, Butch Herring, Terry Staggs, Skip Jump, Dwaine Vincent, Kevin Roe, City staff; John Watson, Johnny Horner, citizens.

1. CALL TO ORDER.

Mayor Nicholson called the meeting to order at 2:03 p.m.

2. RECEIVE A STATUS REPORT ON THE PCUA HOUSING INCENTIVE PROGRAM (HIP) AND DISCUSS A PATH FORWARD WITH REGARDS TO ITS CONTINUANCE OR AMENDMENTS THERETO.

City Manager Craig Stephenson began, noting that Development Services Director Chris Henderson is away at training, but stated he wanted to update the Commission on the HIP program. Stephenson relayed that all but approximately \$10,000 of the budgeted \$180,000 is allocated at this time to 6 houses that are under construction or planning.

Stephenson then gave some history on the housing issue, explaining that the City and community has struggled for some time to increase housing in Ponca City to satisfy demand, build population and add utility counts. In April, staff presented a bold program that was eventually approved by the Commission. Stephenson noted that the program has not gone full circle on any applicants yet, but that the goal of jump starting housing was achieved as 12 housing permits were issued so far this year. Stephenson qualified that the exact expense is not yet known since none of the houses are yet finished and final rebate calculation performed, but that of the six applicants, one was for a SPEC home and the other five were for custom homes.

Stephenson then prompted commissioners to discuss efforts going forward. Commissioner Anderson entered the meeting at 2:09 p.m. Commissioner Chapman stated a desire to see those in the pipeline get finished and then consider extending the program. Commissioner Hermann suggested an extension sooner to test what the demand is. Discussion ensued with input from two builders, John Watson and Johnny Horner. Topics such as demand, appraisals, economies of scale in building, and loan issues were discussed. Stephenson conveyed that staff would meet with stakeholders and draft a plan for the City Commission to consider.

3. DISCUSS RESOLUTION REQUESTING SUPPORT OF HB 1875 CHANGING THE COLLECTION FEE CHARGES BY THE OKLAHOMA TAX COLLECTION FROM 1% TO 0.5%.

Mayor Homer Nicholson explained the current process by which sales tax is paid, remitted to the State by vendors, and ultimately apportioned to cities, towns and counties. Nicholson clarified that the State retains 1% of funds collected for cities, town and counties as a collection fee. An OML task force has worked with the Oklahoma Tax Commission (OTC) to determine the actual cost of collection by the OTC, which ultimately was determined to be approximately one-half of one percent.

Nicholson explained that HB1875 is legislation that will reduce the OTC collection fee for cities to one-half of one percent. OML believes that if the bill can get passed early in session it has a good chance of becoming law. This would increase sales tax revenue for the City of Ponca City by over \$70,000 per year. Discussion ensued.

4. DISCUSS SUBMISSION OF A FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT.

City Manager Craig Stephenson informed commissioners that a resolution on this item would be on the agenda the following Monday for consideration. Stephenson clarified that the City has an opportunity to apply for the grant and that Fire Chief Butch Herring would give more information.

Herring explained that the grant is an opportunity to get out in front of an equipment need for replacing self-contained breathing apparatus (SCBA) for the department. Herring explained the grant is administered by FEMA directly, and discussed the types of grants available. Herring then explained what a SCBA is and when it is used, followed by a demonstration by Fire department staff. Discussion ensued with commissioners in support of the grant application. Stephenson noted that Grant Administrator Rhonda Skrapke would assist with the application.

5. RECEIVE A PRESENTATION OF THE CITY'S NEW PICTOMETRY MAPPING SYSTEM.

City Manager Craig Stephenson reminded commissioners that the pictometry project was funded in the previous fiscal year, and introduced GIS Specialist Terry Staggs. Staggs gave a brief history and explained that historically the City had fly-over ortho pictures done every ten years. With new technology, the pictometry project adds a new solution with a new view and new tools that are web based and much more accessible to staff.

Staggs explained that the entire Kay County area was done, with the City of Ponca City funding our electric service area. The contract allows the City to share data, but we cannot sell it. Staggs then gave a demonstration of the product from a laptop onto the projector screen and gave many examples of expanded information and uses. Discussion ensued. Stephenson concluded, noting that staff uses the product a lot, and that it is an exciting new tool.

6. COMMENTS FROM MAYOR AND COMMISSIONERS.

Commissioner Anderson informed all that she would not be at the regular meeting on September 23, 2013 as she will be out of town. Commissioner Chapman expressed appreciation for a good work session meeting.

7. CITY MANAGER COMMENTS.

City Manager Craig Stephenson relayed that the Oklahoma Municipal League Conference was happening the remainder of the week, so many staff members would be out of office attending it. Stephenson announced that crews began setting up the quiet zone today on Prospect Avenue at the railroad crossing. On September 28, 2013 the 2nd Annual Wags and Walk event is scheduled to occur. Stephenson reminded all that the Standing Bear Pow Wow is set for September 27 & 28, 2013. Stephenson concluded, informing commissioners that he would be out of town from September 23 – 25, 2013 attending the ICMA Annual Conference.

Commissioner Hermann questioned the status of the water filtration project being installed for the irrigation system at the Wentz Golf Course. Stephenson stated he would get details and report back to commissioners.

8. ADJOURN.

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

Roll: Yeas; Chapman, Anderson, Nicholson, Macy, Hermann. Nays; none. Motion carried.

Mayor Nicholson adjourned the meeting at 3:45 p.m.

PASSED IN SESSION AND APPROVED THIS 14TH DAY OF OCTOBER 2013.



Honor Nicholson

MAYOR

ATTEST:
Mary Johnson

CITY CLERK

