

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
FEBRUARY 17, 2014

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

Absent: Kevin Murphy, City Attorney

Others Present: Don Bohon, Chris Henderson, Tana McKinley, Hong Fu, City staff, Mary Beth Moore, Commissioner-elect; citizens.

1. CALL TO ORDER.

Mayor Nicholson called the meeting to order at 2:05 p.m.

2. REVIEW THE CURRENT CONTRACTUAL PROVISIONS BETWEEN THE CITY OF PONCA CITY AND CERTAIN RURAL WATER DISTRICTS AND DISCUSS ESTABLISHING SPECIFIC CRITERIA AS IT RELATES TO THE CONSENT OF THE COMMISSION TO VARY THE TERMS AND CONDITIONS OF SAID CONTRACTS.

City Manager Craig Stephenson gave a history of why rural water districts and electric co-ops were formed, to bring the utilities to farms in rural America. Stephenson noted that recently staff has seen an increase in the number of requests from rural water districts to add meters on small parcels, so staff has been working on a matrix with criteria to help make the decision making easier. Commissioner Macy entered the meeting at 2:13 p.m.

Development Services Director Chris Henderson distributed a handout of a PowerPoint presentation that included a map of Ponca City and rural water districts in the surrounding area. Henderson discussed the districts, contract provisions, and philosophical service issues. Henderson outlined some criteria that could be used when considering a meter request from a district. Discussion ensued.

3. RECEIVE OVERVIEW ON THE BUDGET PROCESS FOR FISCAL 2014-15.

Finance Director Marc LaBossiere began by outlining the purpose and benefits of a budget, and then reviewed the budgeting process and calendar. Next LaBossiere discussed how City utility rates and other fees are established. LaBossiere concluded by outlining the City's major funds, as well as the strengths and weaknesses each face.

City Manager Craig Stephenson then discussed infrastructure, capital and other budget issues. Discussion ensued.

4. COMMENTS FROM MAYOR AND COMMISSIONERS.

Mayor Nicholson thanked City staff in attendance. Commissioner Anderson relayed appreciation from a resident who was contacted by the Utility Billing Office about a possible water leak, based on usage. The resident found and fixed the leak, and was very thankful of the notice. Commissioner Chapman stated she is happy to serve another three years as City Commissioner, in the wake of winning the recent election. Commissioner Hermann congratulated Chapman on the win.

5. CITY MANAGER COMMENTS.

City Manager Craig Stephenson invited all to a reception to be held on February 24, 2014 at 5:00 p.m. in the City Hall Commission Chambers to thank Commissioner Diane Anderson for her nine years of service as she closes her third term and will go off the City Commission. Stephenson added that the reception is also to welcome incumbent Lanita Chapman after her recent election win and new commissioner Mary Beth Moore who ran unopposed.

Stephenson the informed all that Marland's Grand Home has completed some exciting renovations, and invited all to an open house on February 22, 2014 from 1:00-5:00 p.m. Stephenson noted that Senate Bill 1721 passed out of the Senate and House Bill 2580 passed out of the House Appropriations and Budget Subcommittee, two bills that contain language to extend the Oklahoma Film Enhancement Program until 2024. Stephenson concluded with news that staff will be receiving training Severe Weather from the National Weather Service on the following day from 1:30 to 3:30 in the Commission Chambers. Surrounding communities in Kay County have been invited to attend as well.

6. ADJOURN.

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

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

Mayor Nicholson adjourned the meeting at 4:00 p.m.

PASSED IN SESSION AND APPROVED THIS 10TH DAY OF MARCH, 2014.



Homa Nicholson

MAYOR

ATTEST:

Mary Beth Moore

CITY CLERK