

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
December 22, 2014

Southwest Business Products E1113067LD

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  
R. Mark Macy, Commissioner  
Lanita Chapman, Commissioner  
Mary Beth Moore, Commissioner  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Steve Hermann, Commissioner

Others Present: Tana McKinley, Michael Vanderburg, Mike Lane, Chris Henderson, Jim Sindelar, Rob Dick, Johnny Barron, Jim Fairbanks, Skip Jump, Sherri Tapp, Pamela Salisbury, Anthony Rogers, City staff; citizens; Beverly Bryant, TEAM Radio, Steve Dye, Ponca City News.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Chaplain Michael Schlichting, Salvation Army
3. PLEDGE OF ALLEGIANCE

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

4. Presentation of Retirement Medallion

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

The Board of Commissioners found items #5 through #9 non-controversial and routine in nature. Commissioner Macy made the motion to approve the consent agenda as presented. Commissioner Chapman seconded.

Roll: Yeas; Macy, Chapman, Nicholson, Moore. Nays; None. Motion carried.

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held December 8, 2014.
6. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6146**

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

7. Consider And Vote On A Contract Award For Road Construction Materials To The Lowest And Most Responsible Bidder Available For January 1, 2015 Through June 30, 2015.

8. Consider And Vote On Accepting Contract No. 15248 CDBG 12 As Complete.
9. Consider And Vote On An Addendum To The Agreement Between The City Of Ponca City And Ponca City Main Street For The Development Of A Downtown Park At The Corner Of 4<sup>th</sup> And Grand Avenue, Referred To As The "Veterans Plaza."

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

10. None

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

11. Commissioner Mark Macy expressed gratitude to City Attorney Kevin Murphy for his guidance and good work. Commissioners Mary Beth Moore and Lanita Chapman and Mayor Homer Nicholson echoed similar comments.

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

12. CITY MANAGER'S REPORT

City Manager Craig Stephenson reminded the public that the City of Ponca City's Autumn Leaf Collection will end on January 9, 2015. Residents are asked to bag their leaves if possible. Bagged leaves placed in the regular refuse collection area will be collected free of charge until January 9, 2015. Bagged leaves will be picked up at the rate of ten (10) bags per pickup day.

Stephenson stated that the vacant convenience store located at the northwest corner of South Avenue and Waverly Street has been demolished.

Stephenson made it known that Preserving US, Inc. is applying for a Low-Income Tax Credits for the rehabilitation of and redevelopment of the Community Building, located at 233 E. Grand Avenue and the Moose Lodge Building, located at 111 N. 3<sup>rd</sup> Street. Both of these buildings were constructed in the early 1900s and are contributing structures within the Downtown Ponca City Historic District. Cohen-Esrey Affordable Partners will be the developer of record. The project will consist of creating 39 affordable housing units for workforce and families. It will include 26 one bedroom and 13 two bedroom units. The project will also consist of an overall rehabilitation and renovation of the two historic buildings. The property will have amenities such as management and maintenance staff, spacious common areas, and washers and dryers in every unit. The cost estimates for this project are hard costs of \$6,700,000 and more than \$2,800,000 in soft construction cost for over \$9,500,000 in development costs.

Stephenson then announced the following City Holidays that offices will be closed: December 25, 2014, December 26, 2014, and January 1, 2015.

Stephenson ended by wishing everyone a Merry Christmas and a safe New Year.

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

13. Receive Fiscal Year 2013-14 Annual Financial Statements And Accompanying Independent Auditor's Report For The City Of Ponca City, Oklahoma From Stotts, Archambo, Mueggenborg & Barclay, PC For The Fiscal Year Ended June 30, 2014.

Commissioner Chapman made the motion to accept the audit report. Commissioner Macy seconded.

Roll: Yeas; Chapman, Macy, Nicholson, Moore. Nays; None. Motion carried.

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

14. Skip Jump, Deputy Chief of Ponca City Fire Department, expressed gratitude to City Attorney Kevin Murphy for his mentorship through the years.

15. ADJOURN

The motion to adjourn was made by Commissioner Macy and seconded by Commissioner Chapman

Roll: Yeas; Macy, Chapman, Nicholson, Moore. Nays; None. Motion carried.

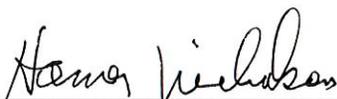
Mayor Nicholson adjourned the Board of Commissioners meeting at 5:59 p.m.

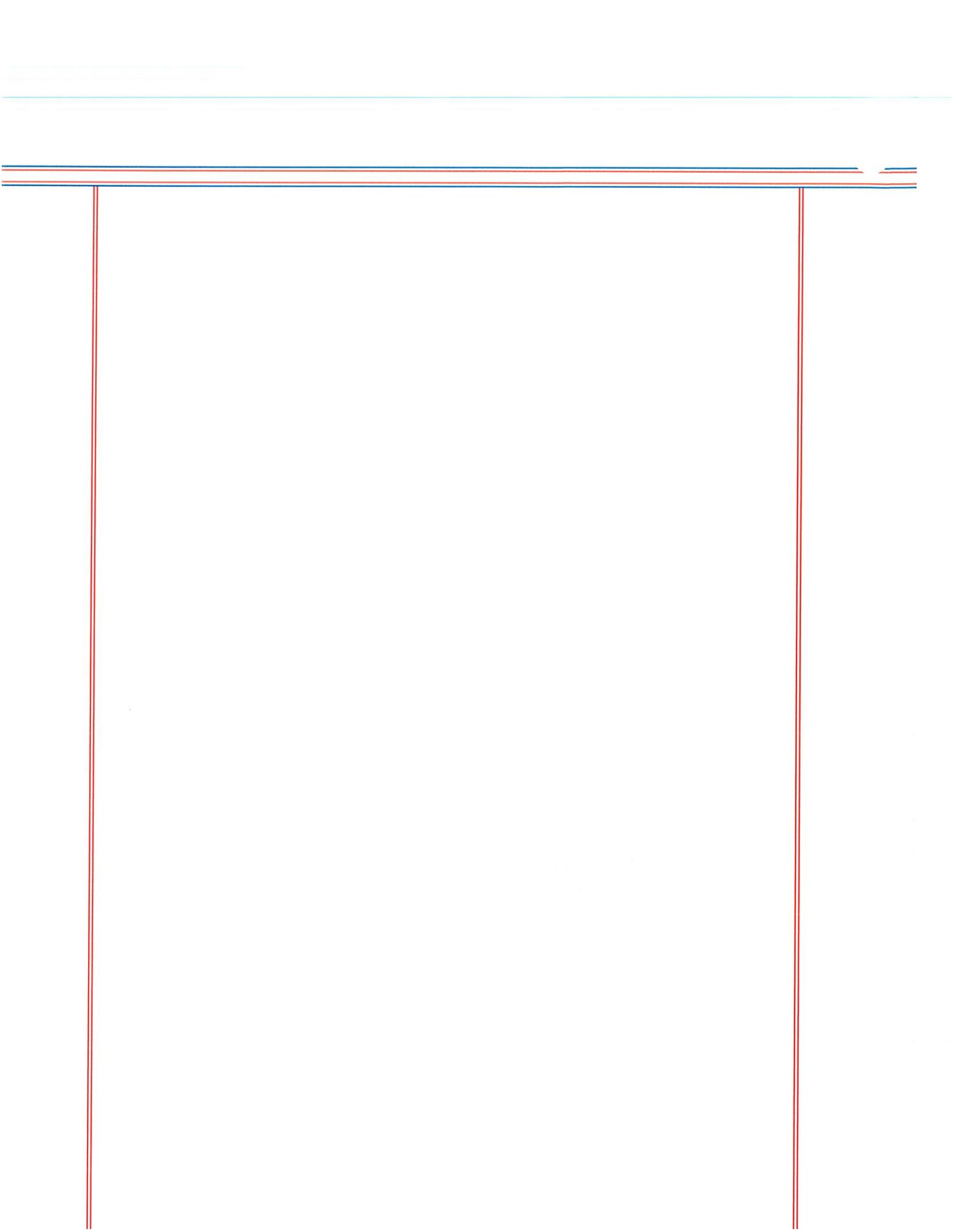
***PASSED IN SESSION AND APPROVED THIS 12<sup>TH</sup> DAY OF JANUARY 2015.***

ATTEST:

  
CITY CLERK



  
MAYOR



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
December 22, 2014

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  
R. Mark Macy, Trustee  
Lanita Chapman, Trustee  
Mary Beth Moore, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Steve Hermann, Trustee

Others Present: Tana McKinley, Michael Vanderburg, Chris Henderson, Rob Dick, Johnny Barron, Jim Fairbanks, Skip Jump, Pamela Salisbury, Anthony Rogers, City staff; citizens; Beverly Bryant, TEAM Radio, Steve Dye, Ponca City News.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 5:59 p.m.

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

The Board of Trustees found items #2 through #5 noncontroversial and routine in nature by the governing body and are approved by one motion.

Trustee Macy made the motion to approve the consent agenda as presented. Trustee Moore seconded.

Roll: Yeas; Macy, Moore, Nicholson, Chapman. Nays; None. Motion carried.

2. Consider And Vote Upon The Minutes Of The Regular Session Held December 8, 2014.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 918**

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

4. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.
5. Consider And Vote On Acknowledging Receipt Of Construction Permit No. SL000036140770 For The Prospect Avenue Sanitary Sewer Road Crossing Related To The Atwood's Project.

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

6. None

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

7. Receive Fiscal Year 2013-14 Annual Financial Statements And Accompanying Independent Auditor's Report For The Ponca City Utility Authority From Stotts, Archambo, Mueggenborg & Barclay, PC For The Fiscal Year Ended June 30, 2014.

Trustee Chapman made the motion to accept the audit report and thanked staff and auditors for the work they have done. Trustee Moore seconded.

Roll: Yeas; Chapman, Moore, Nicholson, Macy. Nays; None. Motion carried.

8. ADJOURN

Chairman Nicholson wished everyone in attendance and those watching on television a Merry Christmas and a Happy New Year.

Trustee Macy made the motion to adjourn the meeting of the Ponca City Utility Authority. Trustee Chapman seconded.

Roll: Yeas; Macy, Chapman, Nicholson, Moore. Nays; None. Motion carried.

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:03 p.m.

*PASSED IN SESSION AND APPROVED THIS 12<sup>TH</sup> DAY of January 2015.*



ATTEST:

  
\_\_\_\_\_  
TRUST SECRETARY

  
\_\_\_\_\_  
CHAIRMAN