

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
THE MOORE RISK MANAGEMENT BOARD
AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY
OCTOBER 19, 2009 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on October 19, 2009 at 6:30 p.m. with Mayor Glenn Lewis presiding.

David Roberts
Councilman, Ward I

Robert Krows
Councilman, Ward I

Kathy McMillan
Councilwoman, Ward II

Janie Milum
Councilwoman, Ward II

Jason Blair
Councilman, Ward III

Terry Cavnar
Councilman, Ward III

PRESENT: Krows, McMillan, Roberts, Milum, Lewis
ABSENT: Cavnar

STAFF MEMBERS PRESENT: City Manager, Steve Eddy; Assistant City Manager, Stan Drake; City Attorney, Randy Brink; City Clerk, Jim Corbett; Community Development Director, Elizabeth Jones; Economic Development Director, Deidre Ebrey; Emergency Management and Communications Director, Gayland Kitch; Fire Chief, Charles Stephens; Acting Parks & Recreation Director, Chris Villani; Risk Manager, Gary Benefield; Police Chief, Ted Williams; Public Works Director, Richard Sandefur; and Veolia Water Project Manager, Robert Pistole.

The invocation was given by Pastor Ron Isam with New Beginning Fellowship Church.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD OCTOBER 5, 2009.
- B) APPROVE A BUDGET SUPPLEMENT TO THE SPECIAL REVENUE FUND FOR THE APPROPRIATION OF DEPARTMENT OF ENERGY EFFICIENCY AND CONSERVATION STRATEGY GRANT FUNDS IN THE AMOUNT OF \$454,200.
- C) APPROVE THE EXECUTION OF A QUIT CLAIM DEED TRANSFERRING ABANDONED ODOT RIGHT-OF-WAY ALONG SUNNYLANE FROM THE CITY TO KEEPSAKE SELF STORAGE.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2009-2010 IN THE AMOUNT OF \$2,651,810.61.

Councilman Krows moved to approve the consent docket in its entirety, second by Councilwoman McMillan. Motion carried unanimously.

Ayes: Krows, Blair, McMillan, Roberts, Milum, Lewis
Nays: None
Absent: Cavnar

Agenda Item Number 3 being:

CONSIDER APPROVAL OF THE ANNUAL AUDIT FOR FISCAL YEAR ENDED JUNE 30, 2009.

Jim Corbett, Finance Director, stated that the annual audit for fiscal year ended June 30, 2009 was complete. The City received an unqualified audit opinion and the auditor reported no findings. The audit report was included in the agenda packet with a three page letter from the auditor which discussed the process used in the preparation of the audit. Bob Dillon, the City's auditor, gave a short presentation regarding the report.

Mr. Dillon stated that the purpose of the audit was to obtain an opinion on whether the City's financial statements were free of any material misstatement. The process used included examining evidence that supported the amounts on the financial statements, the disclosures, and the footnotes. Accounting principles used to prepare the financial statements were also assessed. The opinion issued was an unqualified opinion. Mr. Dillon advised that the internal control structure, compliance issues relating to the financial statements, and governmental grants were also reviewed, and an unqualified opinion issued.

Mayor Lewis asked how the City was doing financially. Mr. Dillon stated that at June 30, 2009 the City's financial situation looked very good. However, the City experienced a slight decrease in its assets mainly due to significant depreciation in the fixed assets. This is a non-cash non-budget item that decreases the net equity. New bond issues were issued and debt was paid off on old bond issues. Councilman Roberts asked for the ending fund balance. Mr. Dillon indicated that the General Fund had an unreserved fund balance carryover of \$1,497,000. Councilman Roberts asked how that number compared to last year. Mr. Dillon stated that he did not have last fiscal year figures in front of him but it was down from last year. The carryover is approximately 5.5% of the General Fund expenditures. He suggested increasing that amount if possible.

Mr. Eddy expressed his appreciation to Mr. Dillon, Jim Corbett, and their staff for their work on the annual budget. He stated that the fund balance was down slightly but the internal controls were very good.

Councilman Roberts moved to approve the annual audit for fiscal year ended June 30, 2009, second by Councilwoman Milum. Motion carried unanimously.

Ayes: Krows, Blair, McMillan, Roberts, Milum, Lewis
Nays: None
Absent: Cavnar

Agenda Item Number 3.1 being:

CONSIDER APPROVAL OF AN AGREEMENT WITH AGING SERVICES INC. TO PROVIDE HOME DELIVERED MEALS TO ELIGIBLE SENIOR CITIZENS FOR THE PERIOD NOVEMBER 1, 2009 THROUGH JUNE 30, 2010 IN AN AMOUNT NOT TO EXCEED \$15,000.

Mayor Lewis requested that the item be placed on the agenda for consideration. He stated that the State of Oklahoma was going to cut its budget which could affect the Meals on Wheel program. In the process

it was discovered that 17 people in the city limits of Moore were on a waiting list to receive meals because funds were unable to serve them. Mayor Lewis felt that the City should contribute to the program. Councilwoman Milum stated that she is President of the Aging Services Board of Directors and felt she should recuse herself from voting on the item.

Steve Eddy, City Manager, stated that Kathleen Wilson, Executive Director of Aging Services Inc. was in attendance at the meeting. Ms. Wilson stated that Aging Services provides programs and services for senior adults in Cleveland County age 60 and above. Using monies from The Older Americans Act grant they offer six congregate meal sites where people can come for lunch. They also operate a home delivered meal program that is different from Meals on Wheels. In addition they perform housekeeping and chore services to allow the elderly to stay in their homes. Also available is an outreach program that connects seniors who have unmet needs with other programs in the County. Everything is designed to keep the individual living at home and prevent them from having to go to an institutional setting. They administer a case management program with the Oklahoma Medicaid Waiver called the Advantage Program. Aging Services also provides contract meals to adult daycare centers and Head Start programs to help fund the program. Ms. Wilson started with Aging Services in March 2007 and at that time they had excess operating funds and were looking at expanding into other areas; however, as minimum wage, food, and gasoline costs went up, the amount of the grant funds remained the same. They are now in the position of needing the extra funds. At some point last year it was discovered that the demand for home delivered meals would exceed what they could supply under the grant. Waiting lists were put into place. The Moore Council on Aging, who was unable to assist them financially, raised the question in June and July about how they would serve the individuals on the waiting list. About that time Aging Services found that stimulus money was earmarked to expand the senior programs. However, the money that was received was in lieu of State dollars. They were then notified approximately two weeks previously that \$65,000 would be cut from their budget. In response, four part-time positions were eliminated, one site closed, and another site cut down to two days per week. They did cut one site aid from the Brand Center but they did not cut any meals.

Mayor Lewis asked what the seniors would do if there was not any money to feed them. Ms. Wilson said that DHS told her to stop trying to serve so many people. However, she is not willing to stop trying to assist them because the homebound seniors likely receive their only balanced meal each day, if not the only meal, through the program. They are the frailest and weakest members of the community and she did not feel that Aging Services' budget should be reduced in order to balance DHS's budget. Ms. Wilson advised that they would be holding a party Friday for the seniors and then they will wage a political campaign to keep attention on the issue until the legislature gets back in session.

Councilman Krows asked how many Moore residents were served through the program. Ms. Wilson stated that the Brand Center serves approximately 100 people per day. The first quarter of this grant year 97 homebound people were served 4,854 meals with the waiting list in place. He then asked how much money it cost to serve one person a year. Ms. Wilson advised that it cost \$4.12 cents per day to take a home delivered meal to someone and \$3.50 to provide a congregate meal.

Mayor Lewis felt that the situation was appalling. Councilman Krows asked if \$15,000 would be enough to feed 17 people. Ms. Wilson stated that the funds should be enough because there was only eight months left in the grant year. She added that some individuals are on the home delivered meal program for a short period of time because they are recovering from illness, become institutionalized, move to be closer to family members or, unfortunately, pass away. Ms. Wilson advised that Aging Services is working to ensure that the people with the greatest need are moved to the top of the list.

Steve Eddy, City Manager, indicated that \$15,000 should complete the grant year and could even allow for a few extra people to be added to the delivery program. Mr. Eddy also issued an invitation to those individuals who would like to volunteer their time to Aging Services by delivering meals. He added that a number of the

City's employees volunteer their time to deliver the meals. He felt it was a worthwhile program. Mayor Lewis and Councilman Krows thanked Ms. Wilson for her work with Aging Services.

Steve Eddy, City Manager, noted that the agreement states that the City would provide \$15,000 to Aging Services to serve the seniors on the waiting list through June 30, 2010.

Councilman Krows moved to approve an agreement with Aging Services Inc. to provide home delivered meals to eligible senior citizens for the period November 1, 2009 through June 30, 2010 in an amount not to exceed \$15,000, second by Councilwoman McMillan. Motion carried unanimously.

Ayes: Krows, Blair, McMillan, Roberts, Lewis
Nays: None
Out: Milum
Absent: Cavnar

THE CITY COUNCIL MEETING WAS RECESSED AND MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED:

Agenda Item Number 4 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD OCTOBER 5, 2009.
- B) RATIFY ACTION OF CITY COUNCIL ON THE APPROVAL OF THE ANNUAL AUDIT FOR FISCAL YEAR ENDED JUNE 30, 2009.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2009-2010 IN THE AMOUNT OF \$1,127,690.62.

Trustee Roberts moved to approve the consent docket in its entirety, second by Trustee Milum. Motion carried unanimously.

Ayes: Krows, Blair, McMillan, Roberts, Milum, Lewis
Nays: None
Absent: Cavnar

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED:

Agenda Item Number 5 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD OCTOBER 5, 2009.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2009-2010 IN THE AMOUNT OF \$205,901.41.

Trustee McMillan moved to approve the consent docket in its entirety, second by Trustee Milum. Motion carried unanimously.

Ayes: Krows, Blair, McMillan, Roberts, Milum, Lewis
Nays: None
Absent: Cavnar

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN DAVID ROBERTS PRESIDING:

Agenda Item Number 6 being:

ROLL CALL

PRESENT: Krows, Blair, McMillan, Lewis, Milum, Roberts
ABSENT: Cavnar

Agenda Item Number 7 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD SEPTEMBER 21, 2009.

Trustee Milum moved to approve the consent docket in its entirety, second by Trustee Krows. Motion carried unanimously.

Ayes: Krows, Blair, McMillan, Lewis, Milum, Roberts,
Nays: None
Absent: Cavnar

Agenda Item Number 8 being:

DIRECTOR'S REPORT

Deidre Ebrey, Economic Development Director, advised of the following items:

- A lot of activity with brokers asking questions for potential retailers.
- Genghis Grill will open at Shops at Moore.
- Website traffic up.
- Cleveland County Workforce Investment Board merging into the Central Oklahoma Workforce Investment Board.
- Assist other departments with marketing projects.
- October 31, 2009 activities include a Pancake Breakfast, Red Ribbon Parade, Red Ribbon Jam, Old Town Trick or Treat, and 27th Annual Halloween Festival at the Community Center.

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING:

Agenda Item Number 9 being:

NEW BUSINESS:

- A) CITIZENS' FORUM FOR ITEMS NOT ON THE AGENDA.

There were no citizens to speak.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Steve Eddy, City Manager, advised the City Council of the following items:

- Submitted an e-mail updating the City Council on the various projects. Delays due to weather problems. Started work on Fire Station 4 on Bryant.
- Two lawsuits were settled.
- SW 4th and Tower signalization project underway.
- Working on a resolution with ODOT about handicap ramps on 12th Street.
- Congratulated Chris Villani, Acting Parks and Recreation Manager, for his work on the First Annual Fishing Derby held October 10, 2009 at Little River Park. The Oklahoma Wildlife Department co-sponsored the event and stocked the pond. The Moore Firefighters sold hotdogs to raise money for the Santa Express Christmas event.
- A cost proposal will be submitted from AT&T U-verse to allow their customers to view local access channels.

Agenda Item Number 10 being:

ADJOURNMENT

Councilman Roberts moved to adjourn the City Council meeting, second by Councilman Krows. Motion carried unanimously.

Ayes: Krows, Blair, McMillan, Roberts, Milum, Lewis
Nays: None
Absent: Cavnar

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:02 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

RECORDED BY:

CAROL FOLSOM, Purchasing Agent

FOR:

JANIE MILUM, MPWA Secretary

FOR:

KATHY MCMILLAN, MEDA Secretary

These minutes passed and approved as noted this ____ day of _____, 2009.

ATTEST:

JIM CORBETT, City Clerk