

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
JUNE 16, 2008 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on June 16, 2008 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

Shelia Haworth
Councilwoman, Ward III

Terry Cavnar
Councilman, Ward III

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

STAFF MEMBERS PRESENT: Assistant City Manager, Stan Drake; City Attorney, Randy Brink; Fire Chief, Charles Stephens; Economic Development Director, Deidre Ebrey; Community Development Director, Elizabeth Jones; Emergency Management Director, Gayland Kitch; Risk Manager, Gary Benefield; Finance Director/City Clerk, Jim Corbett; Parks and Recreation Director, Carson Lynch; Police Major, Gary Tipps; Public Works Director, Richard Sandefur; and Purchasing Agent, Carol Folsom.

The invocation was given by Pastor Wesley Johnson with Eastlake Cumberland Presbyterian Church.

James Leffler, District Executive for Boy Scouts in Moore, advised that the City had over 530 cub scouts and boy scouts and over 300 adult volunteers. Mr. Leffler stated that 24 scouts achieved the rank of Eagle Scout in 2007. He added that 86 scouts would be attending a week long summer camp to learn first aide, emergency preparedness, water sports, and shooting sports, to name a few. Mr. Leffler stated that in addition to these activities the scouts are interested in taking an active role in the continued growth and development of the community by developing an activities and civic service committee that would be responsible for identifying the needs of the community and helping to fulfill them. They are also working to partner with Gayland Kitch and Emergency Management to develop plans to allow the scouts to participate in disaster relief efforts within the area. Mr. Leffler felt that scouts have the ability to build character in young men who will grow up to be productive and valuable citizens of the community. He added that in August of 2008 there are plans for a membership drive to increase membership by 4%. Mr. Leffler stated that the reason for his appearance was to express the need for support by the City and business community. He advised that anyone interested in helping could contact him at 245-0094 or through the Moore Chamber of Commerce.

Presentation of the colors and the leading of the flag salute by Boy Scout Troop Nos. 180 and 291.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JUNE 2, 2008.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2007-2008 IN THE AMOUNT OF \$1,204,141.39.

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

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE PUBLIC HEARING WAS CONVENED AT 6:39 P.M.

Agenda Item Number 3 being:

RECEIVE PUBLIC COMMENTS REGARDING THE PROPOSED 2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM BEING SANITARY SEWER LINE REPLACEMENTS IN THE REGENCY PARK ADDITION.

Elizabeth Jones, Community Development Director, stated that the City was preparing the application for the 2008 CDBG program. Ms. Jones advised that there would be \$100,000 in available funds for the replacement of a sanitary sewer line between Nottingham and Yorkshire from 27th to 24th Streets. This would involve the replacement of 1,300 linear feet of sewer line and manholes. The total project amount would be over \$200,000. She noted that a public hearing was required to obtain public comments or concerns as part of the application requirements.

Mayor Lewis determined there were no comments and the public hearing was declared closed.

THE PUBLIC HEARING WAS RECESSED AND THE CITY COUNCIL MEETING WAS RECONVENED AT 6:40 P.M.

Agenda Item Number 4 being:

APPROVE RESOLUTION NO. 656(08) REQUESTING ASSISTANCE FROM THE 2008 CDBG PROGRAM FOR SANITARY SEWER LINE REPLACEMENTS IN THE REGENCY PARK ADDITION.

Elizabeth Jones, Community Development Director, advised that approval of Resolution NO. 656(08) was a necessary in order to request assistance from the 2008 CDBG Program.

Councilwoman McMillan moved to approve Resolution No. 656(08), second by Councilwoman Milum. Motion carried unanimously.

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

Agenda Item Number 5 being:

APPROVE RESOLUTION NO. 655(08) ALLOCATING \$100,065 FROM THE GENERAL FUND AS THE LOCAL MATCH FOR THE 2008 CDBG PROGRAM.

Elizabeth Jones, Community Development Director, stated that another requirement of the CDBG application process was approval of Resolution No. 655(08) allocating the City's local match of \$100,065.

Councilwoman Haworth moved to approve Resolution No. 655(08), second by Councilman Roberts. Motion carried unanimously.

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

Agenda Item Number 6 being:

APPROVE THE CITIZEN PARTICIPATION PLAN FOR THE 2008 CDBG PROJECT.

Elizabeth Jones, Community Development Director, stated that the Citizen Participation Plan outlined the steps the City would take to notify citizens of the proposed CDBG project, and certifies that all public hearings would be advertised in a newspaper of local circulation along with the required postings at the City Hall building.

Councilman Roberts moved to approve the Citizen Participation Plan for the 2008 CDBG Project, second by Councilwoman Milum. Motion carried unanimously.

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

Agenda Item Number 7 being:

APPROVE THE RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR THE 2008 CDBG PROGRAM.

Elizabeth Jones, Community Development Director, advised that adopting of a Residential Anti-Displacement and Relocation Assistance Plan was required under the 2008 CDBG Program. The Plan states that if anyone is displaced by the CDBG project, the City would assist with their relocation. Ms. Jones advised that since the project involves the replacement of sanitary sewer line, staff does not anticipate any displacement from the project.

Councilwoman McMillan moved to approve Residential Anti-Displacement and Relocation Assistance Plan for the 2008 CDBG Program, second by Councilwoman Haworth. Motion carried unanimously.

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

Agenda Item Number 8 being:

APPROVE THE UPDATED 2008 CITY OF MOORE PUBLIC IMPROVEMENT STANDARDS.

Elizabeth Jones, Community Development Director, advised that the last update to the Public Improvement Standards was adopted in 2002. She mentioned the most notable of the proposed changes included prohibiting bar ditches on rural local roads due to drainage issues they create over time. Also included are requirements that ADA compliant sidewalk handicap ramps be installed with subdivision improvements to ensure the concrete is poured at the same time to allow it to be integrated together. A concrete trickle channel would be required in detention ponds and earthen drainage channels. Ms. Jones noted that many of the changes were discussed with the Moore Homebuilders Association Executive Board who did not voice opposition to the changes.

Councilwoman Haworth moved to approve the updated 2008 City of Moore Public Improvement Standards, second by Councilman Roberts. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER THE FINAL PLAT OF LAKE WOODS, SECTION 5, LOCATED IN THE SE/4 OF SECTION 26, T10N, R3W, BEING NORTH OF S. 34TH STREET AND WEST OF EASTERN AVENUE. APPLICATION BY WOODS ENTERPRISE, LLC/JOHN WOODS.

Elizabeth Jones, Community Development Director, stated that the proposed final plat of Lake Woods, Section 5, located north of SE 34th Street and west of Eastern Avenue, consisted of 45 residential lots on 29 acres. Section 5 of the development would include a large detention area for the subdivision and four smaller common area lots. Access would be provided by Woods Way to be constructed with Section 4, and SE 34th Place from Lake Woods Section 1. She advised that on-site detention would be provided with the existing pond, and the property was not located in a floodplain. Ms. Jones advised that public water and sewer would be extended to serve the site and a 12-inch water line would be extended along Eastern Avenue to S. 34th Street. She noted that Section 5 included homes that back up to the detention pond. This issue was discussed in detail at the preliminary plat review as creating a potential safety hazard by hiding the lake behind the homes. It was suggested that wrought iron fencing or similar see-through fencing be erected on the rear of the lake lots and along the sides of the access easements. Ms. Jones advised that the fencing requirements are indicated on the plat and will be clearly stated in the neighborhood covenants. Staff recommended approval of the item.

Councilman Roberts moved to approve the Final Plat of Lake Woods, Section 5 located in the SE/4 of Section 26, T10N, R3W, being north of S. 34th Street and west of Eastern Avenue, second by Councilwoman McMillan. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER RESOLUTION NO. 657(08) TO PROGRAM THE WIDENING AND RECONSTRUCTION OF THE SE 34TH STREET BRIDGE WEST OF SUNNYLANE AS A SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) PROJECT AND SUBMIT SAME TO THE OKLAHOMA DEPARTMENT OF TRANSPORTATION.

Elizabeth Jones, Community Development Director, advised that the proposed STP-UZA project was for the reconstruction of the SE 34th Street Bridge from a one-lane bridge to a standard two-lane bridge. The bridge expansion was identified as a need when the Sunnyslane fire station plans were being worked on. Ms. Jones stated that the City originally pursued county funding, but after determining county funding would not be available, determined another funding source needed to be found. Ms. Jones advised that ACOG would have a surplus of monies for Federal Fiscal Year 2008, and stated that staff would be pursuing those monies as a potential funding source. She added that environmental clearance had been completed and the final plans should be finished by July in order to secure federal funding by October. The total cost of the project would be \$500,000 with an 80/20 match resulting in the City contributing \$100,000.

Councilwoman Milum moved to approve Resolution No. 657(08) to program the widening and reconstruction of the SE 34th Street Bridge west of Sunnyslane as a Surface Transportation Program Urbanized Area (STP-UZA) Project and submit same to the Oklahoma Department of Transportation, second by Councilwoman Haworth. Motion carried unanimously.

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

Agenda Item Number 11 being:

CONSIDER AWARDED BID NO. 078-015 "PURCHASE OF TWO HYDRAULIC RESCUE TOOL SYSTEMS AND TWO HIGH PRESSURE AIR BAG SYSTEMS FOR THE CITY OF MOORE FIRE DEPARTMENT" TO CHIEF FIRE AND SAFETY IN THE AMOUNT OF \$66,724.

Chief Stephens stated that the purchase of two hydraulic rescue tool systems and two high pressure air bag systems were budgeted items. He advised that the equipment would be placed on the units that are on order for the new fire stations.

Councilwoman Haworth moved to award Bid No. 078-015 "Purchase of Two Hydraulic Rescue Tool Systems and Two High Pressure Air Bag Systems for the City of Moore Fire Department" to Chief Fire and Safety in the amount of \$66,724, second by Councilman Roberts. Motion carried unanimously.

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

Agenda Item Number 12 being:

CONSIDER AWARDING BID NO. 078-014 "PURCHASE OF NINE LAPTOP COMPUTERS" TO CDWG IN THE AMOUNT OF \$33,300 USING BUDGETED PUBLIC SAFETY TAX FUNDS.

Major Tipps advised that as the police department fleet grows they have to equip the vehicles. He stated that CDWG out of Chicago, Illinois was the low bidder on the purchase of nine laptop computers in the amount of \$33,300.

Councilwoman Haworth moved to award Bid No. 078-014 "Purchase of Nine Laptop Computers" to CDWG in the amount of \$33,300 using budgeted public safety tax funds, second by Councilman Roberts. Motion carried unanimously.

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

Agenda Item Number 13 being:

CONSIDER AWARDING BID NO. 078-013 "PURCHASE OF EIGHT MOBILE VIDEO CAMERAS" TO WATCH GUARD VIDEO IN THE AMOUNT OF \$38,800 USING BUDGETED PUBLIC SAFETY TAX FUNDS.

Major Tipps recommended awarding Bid No. 078-013 for the "Purchase of Eight Mobile Digital Video Cameras" to Watch Guard Video in the amount of \$38,800 as the lowest bidder that met all the specifications. He added that the equipment would be used to replace the older VHS tape equipment currently used in the patrol vehicles.

Councilman Roberts moved to award Bid No. 078-013 "Purchase of Eight Mobile Video Cameras" to Watch Guard Video in the amount of \$38,800 using budgeted Public Safety Tax funds, second by Councilwoman Milum. Motion carried unanimously.

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

Agenda Item Number 14 being:

CONSIDER AWARDING BID NO. 078-016 "PURCHASE OF FOUR WIRELESS HANDHELD MOBILE COMPUTING DEVICES WITH PRINTERS AND SOFTWARE SYSTEM" TO BRAZOS TECHNOLOGY IN THE AMOUNT OF \$25,754.

Major Tipps advised that Bid No. 078-016 was for the purchase of four wireless handheld mobile computing devices, including printers and software, for the motorcycle officers. He added that the City received two responses to the bid request. He recommended awarding the bid to Brazos Technology as the low bidder in the amount of \$25,754. Major Tipps stated that the mobile computing devices look similar to a pocket organizer and would be used by the officers to write citations. Information that is scanned from a driver's license is downloaded into the system and can be retrieved if the person is stopped again at a later date. The driver is given a printed receipt instead of a ticket. If interface

capability with Global is possible then the information could be downloaded at the end of the day directly into the Municipal Court's computer system.

Councilman Roberts moved to award Bid No. 078-016 "Purchase of Four Wireless Handheld Mobile Computing Devices with Printers and Software System" to Brazos Technology in the amount of \$25,754, second by Councilwoman McMillan. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING CONVENED AT 6:56 P.M.

Agenda Item Number 15 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JUNE 2, 2008.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2007-2008 IN THE AMOUNT OF \$298,140.59.

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

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

Agenda Item Number 16 being:

CONSIDER RESOLUTION NO. 221(08) ADOPTING THE PLANNING AND ENVIRONMENTAL INFORMATION DOCUMENT FOR THE PROPOSED WASTEWATER IMPROVEMENTS, SETTING FORTH THE CITY'S INTENT TO CONSTRUCT, OPERATE AND MAINTAIN THE PROPOSED FACILITIES, AND CERTIFYING THAT A PUBLIC HEARING WAS HELD ON MARCH 5, 2008.

Stan Drake, Assistant City Manager, stated that approval of Resolution No. 221(08) was necessary to secure the funding from the Oklahoma Water Resources Board for the proposed wastewater treatment plant.

Trustee Haworth moved to approve Resolution No. 221(08), second by Trustee Roberts. Motion carried unanimously.

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING CONVENED AT 6:59 P.M.

Agenda Item Number 17 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JUNE 2, 2008.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 07-08 IN THE AMOUNT OF \$87,529.73.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN DAVID ROBERTS PRESIDING AT 7:00 P.M.

Agenda Item Number 18 being:

ROLL CALL

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

Agenda Item Number 19 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD MAY 19, 2008.

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

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

Agenda Item Number 20 being:

DIRECTOR'S REPORT

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

- Approximately 550 parking spaces would be added in front of the new Warren Theatre.
- Bus Tour through Moore of commercial realtors with the State scheduled for June 18, 2008.
- Distributing tourism cards for the Oklahoma Department of Tourism. Received 75 requests during the month of May for information on Moore.

- Farmers Market open every Thursday evening and Saturday morning through August.
- Summer Nights concert series held every Friday night at 7:00 p.m. at Buck Thomas Park.
- July 3-4, 2008 is the Celebration in the Heartland.
- End of the year sales tax report reflected a 9.75% increase over last year.
- Royal Rock Retail Center, Fritts Farms Phases I and II, and 18 acres south of Gordmans would begin development soon.
- Cleveland County Workforce Executive Board recently became incorporated and would be hiring an employee to serve on the board. Meetings are held in Norman.
- Thanked the Old Town Merchants Association for the sidewalk sale held June 14, 2008.

Chairman Roberts confirmed that the 9.75% sales tax increase was based on the amount received by the City, excluding the public safety monies. He also acknowledged those merchants located in the Old Town area along Broadway that put new facades on their buildings and continue to work to improve the look of the downtown area.

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:06 P.M.

Agenda Item Number 21 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.

Mayor Lewis advised that he and Assistant City Manager Stan Drake met with Director Gary Ridley with ODOT to discuss the 19th Street Bridge expansion. He stated that the original engineer's estimate was for \$580,000, although the last bid came in at \$1.2 million. Mr. Ridley indicated that if the City would pay the \$580,000 the State would be willing to fund the remaining cost of the bridge project.

Councilman Roberts asked if the right turn lane for traffic exiting I-35 on the southbound service road was included in the project. Mr. Drake indicated the turn lane would be included in the bridge project. Mayor Lewis added that he had requested to Mr. Ridley that the project be delayed until January, after the Christmas season.

Mayor Lewis also asked about replacement of the fencing along the sides of I-35. Mr. Ridley indicated that the City could opt to choose white picket fence, similar to what Shawnee is using, if the City would be willing to pay for it. Councilman Roberts has some concern with using the white picket fencing. Stan Drake, Assistant City Manager, advised that ODOT has rural fencing standards and urban area fencing standards. ODOT appeared to be willing to relax their standards to allow for the picket fencing.

Mayor Lewis expressed his appreciation to ODOT for assisting the City with these projects.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Stan Drake, Assistant City Manager, advised that Oklahoma City was continuing to lay the 48" waterline across SE 34th and are coming from the east side of the City limits and are currently at Bryant. Mr. Drake stated that for the next six weeks 34th Street would have one-way westbound traffic between Bryant and

Broadway. The City of Oklahoma City will reimburse us for the cost of laying concrete on the south lanes of 34th Street between Bryant and Broadway for a new two-lane six inch roadway. Mr. Drake added that it was likely that more than 50% of the curb and guttering would be replaced as well. The intent is to be across Broadway by the start of school this August.

Agenda Item Number 22 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:13 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

RECORDED BY:

CAROL FOLSOM, Purchasing Agent

FOR:

SHELIA HAWORTH, MPWA Secretary

FOR:

KATHY MCMILLAN, MEDA Secretary

These minutes passed and approved as noted this ____ day of _____, 2008.

ATTEST:

JIM CORBETT, JR., City Clerk