

**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
JULY 20, 2015 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on July 20, 2015 at 6:30 p.m. with Mayor Glenn Lewis presiding.

David Roberts
Councilman, Ward I

Robert Krows
Councilman, Ward I

Melissa Hunt
Councilwoman, Ward II

Mark Hamm
Councilman, Ward II

Jason Blair
Councilman, Ward III

Terry Cavnar
Councilman, Ward III

PRESENT: Blair, Hunt, Cavnar, Roberts, Hamm, Lewis

ABSENT: Krows

STAFF MEMBERS PRESENT: City Manager, Steve Eddy; Assistant City Manager, Stan Drake; City Attorney, Randy Brink; Assistant Finance Director, Cheryl McConnell; Community Development Director, Elizabeth Jones; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Assistant Fire Chief, Greg Herbster; Human Resources/Risk Management Director, Gary Benefield; Manager of Information Technology, David Thompson; Police Chief, Jerry Stillings; Sergeant David Dickinson; and Administrative Assistant, Katie Berhalter.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JULY 6, 2015.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETINGS HELD APRIL 14, 2015 AND MAY 12, 2015.
- C) DECLARE ONE 1984 CHEVROLET STEP VAN, ONE 2003 AND FOUR 2004 LODAL SANITATION TRUCKS AS SURPLUS.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2014-2015 IN THE AMOUNT OF \$2,532,121.26.

Councilman Blair moved to approve the consent docket in its entirety, second by Councilman Cavnar. Motion carried unanimously.

Ayes: Blair, Hunt, Cavnar, Roberts, Hamm, Lewis

Nays: None

Absent: Krows

Agenda Item Number 3 being:

CONSIDER APPROVAL OF A CONTRACT WITH BUTZER ARCHITECTS AND URBANISM, LLC, FOR MASTER PLANNING, ECONOMIC ANALYSIS, AND DETENTION/DRAINAGE ENGINEERING SERVICES FOR THE SW 17TH STREET/JANEWAY REDEVELOPMENT PROJECT TO BE FUNDED THROUGH THE CDBG-DR PROGRAM.

Elizabeth Jones, Community Development Director, advised that the proposed contract with Butzer Architects and Urbanism in the amount of \$260,000 is for planning and engineering services for the redevelopment of land located at SW 17th and Janeway. The vacant property previously housed the Royal Park Mobile Home Park. Ms. Jones noted that the City Council approved acquisition of the property at the July 6, 2015 City Council Meeting. She stated that the property contains approximately 14 acres which the City would like to use for a residential and mixed use development. The proposed contract would include public participation, preparation of an economic feasibility analysis, design guidelines for future developers, and a “wow factor” for the drainage channel located east of the property. Ms. Jones noted that if the sale of the property does not go through for any reason the City would pay the company for work completed to date and be released from the contract.

Mayor Lewis asked what the City would receive for \$260,000. Ms. Jones stated that the City would receive a Master Development Plan that the City can give to interested developers or builders to ensure that the property is developed to specific standards. Councilwoman Hunt indicated that it would also encourage development as well.

Councilman Cavnar moved to approve a contract with Butzer Architects and Urbanism, LLC, for master planning, economic analysis, and detention/drainage engineering services for the SW 17th Street/Janeway Redevelopment Project to be funded through the CDBG-DR Program, second by Councilman Blair. Motion carried unanimously.

Ayes: Blair, Hunt, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows

Agenda Item Number 4 being:

DISCUSS AND CONSIDER APPROVAL OF A CONTRACT WITH PERDUE, BRANDON, FIELDER, COLLINS, AND MOTT, LLC TO PROVIDE COLLECTION SERVICES FOR DELINQUENT COURT FEES AND FINES.

Steve Eddy, City Manager, stated that the proposed contract with Perdue, Brandon, Fielder, Collins, and Mott is for collection services for delinquent court fines and fees. The City currently has a contract for collection services with a collection agency. However, this contract is with a law firm which, under State law, can intercept tax refunds issued through the Oklahoma Tax Commission to recover fines/fees owed to the City. Mr. Eddy indicated that the terms of the agreement specifies that a collection fee of 25% would be added to the total amount owed as payment for services. If Perdue does not collect then a collection fee is not assessed. He added that there would be no direct cost to the City.

Councilman Roberts asked how much revenue was generated through collections last year. Cheryl McConnell, Assistant Finance Director, advised that the City pays between \$2,500 and \$10,000 per month to the collection agencies as their 25% collection fees. Councilman Roberts felt it was financially beneficial to the City to have the collection contracts.

Councilman Roberts moved to approve a contract with Perdue, Brandon, Fielder, Collins, and Mott, LLC to provide collection services for delinquent court fees and fines, second by Councilwoman Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:41 P.M.

Agenda Item Number 5 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JULY 6, 2015.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2014-2015 IN THE AMOUNT OF \$234,206.74.

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

Ayes: Blair, Hunt, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows

MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:42 P.M.

Agenda Item Number 6 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JULY 6, 2015.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2014-2015 IN THE AMOUNT OF \$179,981.38.

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

Ayes: Blair, Hunt, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN TERRY CAVNAR PRESIDING AT 6:43 P.M.

Agenda Item Number 7 being:

ROLL CALL

PRESENT: Blair, Hunt, Lewis, Roberts, Hamm, Cavnar
ABSENT: Krows

Agenda Item Number 8 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JUNE 15, 2015.

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

Ayes: Blair, Hunt, Lewis, Roberts, Hamm, Cavnar
Nays: None
Absent: Krows

Agenda Item Number 9 being:

CONSIDER AND IF DEEMED APPROPRIATE ACCEPT NOMINATIONS AND ELECT A CHAIR OF THE AUTHORITY.

Trustee Roberts moved to appoint Terry Cavnar as Chair of the Moore Economic Development Authority, second by Trustee Lewis. Motion carried unanimously.

Ayes: Blair, Hunt, Lewis, Roberts, Hamm, Cavnar
Nays: None
Absent: Krows

Agenda Item Number 10 being:

CONSIDER AND IF DEEMED APPROPRIATE ACCEPT NOMINATIONS AND ELECT A VICE-CHAIR OF THE AUTHORITY.

Trustee Lewis moved to appoint David Roberts as Vice-Chair of the Moore Economic Development Authority, second by Trustee Blair. Motion carried unanimously.

Ayes: Blair, Hunt, Lewis, Roberts, Hamm, Cavnar
Nays: None
Absent: Krows

Agenda Item Number 11 being:

CONSIDER AND IF DEEMED APPROPRIATE ACCEPT NOMINATIONS AND ELECT A SECRETARY OF THE AUTHORITY.

Mark Hamm and Jason Blair were nominated for the position of Secretary to the Moore Economic Development Authority.

Trustee Lewis moved to appoint Jason Blair as Secretary of the Moore Economic Development Authority, second by Trustee Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Lewis, Roberts, Hamm, Cavnar
Nays: None
Absent: Krows

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:46 P.M.

Agenda Item Number 12 being:

NEW BUSINESS:

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

D. Love appeared before the City Council to request an ordinance requiring homeowners to secure their trampolines. Ms. Love advised that she and her neighbor sustained over \$20,000 in damages following an untethered trampoline blowing into her home and causing damage to her roof and siding. She indicated that she researched surrounding cities and found that some of them address securing trampolines for the safety of their citizens. Ms. Love requested that Council consider an ordinance requiring a permit and fee for a trampoline to be located on residential property. She also mentioned implementing a requirement that trampolines be anchored to the ground in such a way as to withstand high winds or removed entirely when high winds are expected. Ms. Love found that some cities require trampoline owners to obtain insurance in the event damage is sustained by an adjacent homeowner. Insurance is costly and sometimes difficult to obtain in the City of Moore due to the recent tornadoes. Filing a claim can have a negative effect that can potentially make it too expensive to have insurance. Councilwoman Hunt asked when the damage from the trampoline was sustained. Ms. Love stated that the event occurred in March 2015.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilman Hamm introduced Judy Rendeluk, President of the Moore High School Alumni Association, who announced that the Moore War Run will be held August 29, 2015 at 7:30 a.m. at Moore High School. The route will go down Eastern to 19th Street and up Broadway ending in front of the Old School. Ms. Rendeluk advised that the 5K annual run is held in conjunction with the Westmoore Alumni Association. The proceeds are split between the two associations to fund scholarships. Councilman Hamm encouraged individuals who graduated from a high school in Moore to join the Moore High School Alumni Association. He stated that he was going to participate in the run and challenged his fellow council members to consider being a part of the event as well.

C) ITEMS FROM THE CITY/TRUST MANAGER.

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

- Invited the City Council to attend the Chamber of Commerce's State of the City event to be held July 21, 2015 at 11:45 a.m. at the Yellow Rose Theater.
- Water line problem on Telephone Road causing low water pressure south of 4th Street. Staff is working to repair the problem.

Agenda Item Number 13 being:

ADJOURNMENT

Councilman Cavnar moved to adjourn the City Council meeting, second by Councilman Blair. Motion carried unanimously.

Ayes: Blair, Hunt, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 6:59 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

RECORDED BY:

KATIE BERHALTER, Administrative Assistant

FOR:

DAVID ROBERTS, MPWA Secretary

FOR:

JASON BLAIR, MEDA Secretary

These minutes passed and approved as noted this ____ day of _____, 2015.

ATTEST:

LINDA STEWART, Deputy City Clerk