

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
AND A SPECIAL MEETING OF THE
MOORE ECONOMIC DEVELOPMENT AUTHORITY
APRIL 4, 2022 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on April 4, 2022 at 6:30 p.m. with Mayor Glenn Lewis presiding.

Adam Webb
Councilman, Ward I

Danielle McKenzie
Councilwoman, Ward I

Melissa Hunt
Councilwoman, Ward II

Mark Hamm
Councilman, Ward II

Jason Blair
Councilman, Ward III

Louie Williams
Councilman, Ward III

PRESENT: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
ABSENT: Webb

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney, Randy Brink; Assistant City Attorney, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Director of Public Affairs, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Fire Chief Greg Herbster; Manager of Information Technology, David Thompson; Parks & Recreation Director, Sue Wood; Deputy Police Chief, Blake Green; Police Sergeant David Dickinson; and Veolia Water Project Manager, Robert Pistole.

The audio recording of the meeting did not start until after roll call.

Mayor Lewis presented a proclamation to Deputy Police Chief Green declaring April 10-16, 2022 as "National Telecommunicator Week" in the City of Moore.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MARCH 21, 2022.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$5,242,077.09.

Councilman Hamm moved to approve the Consent Docket in its entirety, second by Councilman Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 3 being:

CONSIDER APPROVAL OF A CONTRACT WITH DILLON AND ASSOCIATES FOR AUDITING SERVICES FOR THE FISCAL YEAR ENDED JUNE 30, 2022.

Betty Koehn, Finance Director, stated that the proposed contract with Dillon and Associates in the amount of \$59,500 was for auditing services for fiscal year ended June 30, 2022, filing of the annual Survey of City and Town Finances with the State Auditor, and preparation of the Sinking Fund Estimate of Needs Report for the Cleveland County Excise Board.

Councilwoman McKenzie moved to approve a contract with Dillon and Associates for auditing services for the fiscal year ended June 30, 2022, second by Councilman Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 4 being:

CONSIDER APPROVAL OF A CONTRACT WITH CRAWFORD & ASSOCIATES TO PREPARE THE CITY'S ANNUAL FINANCIAL STATEMENTS FOR FISCAL YEAR ENDED JUNE 30, 2022 AND TO PROVIDE THE FINANCE DEPARTMENT WITH FINANCIAL SERVICES ON SPECIAL PROJECTS ON AN AS-NEEDED BASIS.

Betty Koehn, Finance Director, advised that the proposed contract with Crawford & Associates in the estimated amount of \$45,000 was for preparation of the City's annual financial statements for fiscal year ended June 30, 2022 and limited special projects if needed.

Councilman Blair moved to approve a contract with Crawford & Associates to prepare the City's annual financial statements for fiscal year ended June 30, 2022 and to provide the Finance Department with financial services on special projects on an as-needed basis, second by Councilwoman Hunt. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 5 being:

CONSIDER ADOPTION OF RESOLUTION NO. 18(22) OF THE CITY COUNCIL OF THE CITY OF MOORE, OKLAHOMA, APPROVING THE INCURRENCE OF INDEBTEDNESS BY THE MOORE ECONOMIC DEVELOPMENT AUTHORITY (THE "AUTHORITY") IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$1,500,000 IN CONNECTION WITH THE ISSUANCE OF ITS SALES TAX REVENUE NOTE, TAXABLE SERIES 2022 (MUNICIPAL CAPITAL IMPROVEMENTS PROJECT) (THE "NOTE"); PROVIDING THAT THE TRUST INDENTURE, AS AMENDED, CREATING THE AUTHORITY IS SUBJECT TO THE PROVISIONS OF THE GENERAL INDENTURE, AS SUPPLEMENTED AND AMENDED, AUTHORIZING THE ISSUANCE OF SAID NOTE;

WAIVING COMPETITIVE BIDDING AND APPROVING THE PROCEEDINGS OF THE AUTHORITY PERTAINING TO THE SALE OF SAID NOTE; APPROVING A SECURITY AGREEMENT BETWEEN THE CITY AND THE AUTHORITY PERTAINING TO THE DEPOSIT AND TRANSFER OF SALES TAX REVENUE; RATIFYING AND CONFIRMING AN AGREEMENT OF SUPPORT, BETWEEN THE MOORE PUBLIC WORKS AUTHORITY AND THE AUTHORITY WHEREBY THE MOORE PUBLIC WORKS AUTHORITY AGREES TO TRANSFER REVENUES TO THE AUTHORITY; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

Brooks Mitchell, City Manager advised that City Resolution No. 18(22), MPWA Resolution No. 257(22), and MEDA Resolution No. 24(22) were companion items on the agenda related to the purchase of the Bill Waterman properties located in Cleveland Heights.

Councilwoman Hunt moved to adopt Resolution No. 18(22) of the City Council of The City of Moore, Oklahoma, approving the incurrence of indebtedness by The Moore Economic Development Authority (the "Authority") in the aggregate principal amount of not to exceed \$1,500,000 in connection with the issuance of its Sales Tax Revenue Note, Taxable Series 2022 (Municipal Capital Improvements Project) (the "Note"); providing that the Trust Indenture, as amended, creating the Authority is subject to the provisions of the General Indenture, as supplemented and amended, authorizing the issuance of said Note; waiving competitive bidding and approving the proceedings of the Authority pertaining to the sale of said Note; approving a Security Agreement between the City and the Authority pertaining to the deposit and transfer of sales tax revenue; ratifying and confirming an Agreement of Support, between The Moore Public Works Authority and the Authority whereby The Moore Public Works Authority agrees to transfer revenues to the Authority; and containing other provisions relating thereto, second by Councilman Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 6 being:

CONSIDER DECLARING NINETY-TWO (92) MOORE POLICE DEPARTMENT SERVICE HANDGUNS AS SURPLUS.

Deputy Chief Blake Green stated that because the City recently purchased new red dot service handguns staff was requesting the old handguns be declared as surplus. Councilman Hamm asked what would be done with the surplused handguns. Deputy Chief Green indicated that they would attempt to obtain fair market value for the guns to offset the cost of the new service weapons.

Councilman Hamm moved to declare ninety-two (92) Moore Police Department service handguns as surplus, second by Councilman Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A SPORTS ASSOCIATION AGREEMENT FOR THE 2022-2023 ADAPTING WORLDS FOUNDATION PROGRAMS AT VARIOUS PARK LOCATIONS IN MOORE.

Sue Wood, Parks and Recreation Director, stated that the proposed agreement with the Adapting Worlds Foundation was for adaptive sports programs such as wheelchair basketball, wheelchair soccer, and an adaptive fishing derby for Buck Thomas Park. Councilwoman McKenzie confirmed that the agreement would cover any adaptive sports program occurring under the City of Moore purview.

Councilwoman McKenzie moved to approve a Sports Association Agreement for the 2022-2023 Adapting Worlds Foundation programs at various park locations in Moore, second by Councilman Blair. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 8 being:

CONSIDER APPROVAL OF THE BUDGETED ANNUAL MAINTENANCE AGREEMENT WITH MOTOROLA SOLUTIONS IN THE AMOUNT OF \$59,412 FOR THE RADIO CONSOLE SYSTEM IN THE 9-1-1 AND EMERGENCY OPERATIONS CENTERS.

Gayland Kitch, Emergency Management Director, stated that the proposed agreement with Motorola Solutions was for annual maintenance of the 911 and Emergency Operations Center radio console system.

Councilwoman Hunt moved to approve the budgeted annual maintenance agreement with Motorola Solutions in the amount of \$59,412 for the radio console system in the 9-1-1 and Emergency Operations Centers, second by Councilman Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A CONTRACT WITH BRASSFIELD LANDSCAPING, LLC IN THE AMOUNT OF \$57,652 FOR THE MOWING AND MAINTENANCE OF VARIOUS CITY OWNED PROPERTIES

Sue Wood, Parks and Recreation Director, stated that Agenda Items No. 9 and 10 were mowing contracts with Brassfield Landscaping, LLC and Tus Nua Lawn and Landscaping, LLC to mow different City owned properties. Ms. Wood advised that last year the City contracted with one company who was unable to keep up with the assigned properties. Councilman Hamm asked why the company fell behind last year. Ms. Wood felt it was due to insufficient staffing levels related to COVID.

Councilman Blair moved to approve a contract with Brassfield Landscaping, LLC in the amount of \$57,652 for the mowing and maintenance of various City owned properties, second by Councilman Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 10 being:

CONSIDER APPROVAL OF A CONTRACT WITH TUS NUA LAWN AND LANDSCAPE, LLC IN THE AMOUNT OF 42,700 FOR THE MOWING AND MAINTENANCE OF VARIOUS CITY OWNED PROPERTIES.

Councilman Blair moved to approve a contract with Tus Nua Lawn and Landscape, LLC in the amount of 42,700 for the mowing and maintenance of various City owned properties, second by Councilwoman Hunt. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:43 P.M.

Agenda Item Number 11 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MARCH 21, 2022.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$1,879,969.72.

Trustee Williams to approve the consent docket in its entirety, second by Trustee Hamm. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 12 being:

CONSIDER ADOPTION OF RESOLUTION NO. 257(22) OF THE TRUSTEES OF THE MOORE PUBLIC WORKS AUTHORITY (THE "AUTHORITY") AUTHORIZING AN AGREEMENT OF SUPPORT BY AND BETWEEN THE AUTHORITY AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY, PERTAINING TO THE MOORE ECONOMIC DEVELOPMENT AUTHORITY SALES TAX REVENUE NOTE, TAXABLE SERIES 2022.

Trustee Blair moved to adopt Resolution No. 257(22) of the Trustees of The Moore Public Works Authority (the "Authority") authorizing an Agreement of Support by and between the Authority and The Moore Economic Development Authority, pertaining to The Moore Economic Development Authority Sales Tax Revenue Note, Taxable Series 2022, second by Trustee Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 13 being:

CONSIDER APPROVAL OF CHANGE ORDER NO. 1 WITH KRAPFF REYNOLDS CONSTRUCTION COMPANY FOR AN INCREASE IN THE CONTRACT AMOUNT OF \$22,239.11 ADDRESSING A FIELD CONFLICT BETWEEN AN EXISTING UNDERGROUND PVC 8" SEWER LINE AND THE TWO NEW HDPE 24" SEWER LINES; WITH AN INCREASE IN THE TIME NEEDED TO COMPLETE CONSTRUCTION OF THE ENTIRE PROJECT BY 120 CALENDAR DAYS DUE TO WEATHER AND COVID-19 RELATED ISSUES (MATERIAL SUPPLY AND PERSONNEL).

Jerry Ihler, Assistant City Manager, advised that Change Order No. 1 with Krapff Reynolds Construction Company was necessary due to the discovery of an 8" sewer line located at the same depth as two 24" sewer lines to be installed as part of the Southeast Life Station Force Main project. Mr. Ihler stated that the most feasible option was to tie the 8" pipe into one of the 24" pipes and construct a manhole over it. This option would increase the contract amount by \$22,239.11. Mr. Ihler indicated that an increase of 120 calendar days in construction time was anticipated due to personnel issues due to COVID and delays in delivery of valves necessary for the project.

Trustee Blair to approve Change Order No. 1 with Krapff Reynolds Construction Company for an increase in the contract amount of \$22,239.11 addressing a field conflict between an existing underground PVC 8" sewer line and the two new HDPE 24" sewer lines; with an increase in the time needed to complete construction of the entire project by 120 Calendar Days due to weather and COVID-19 related issues (material supply and personnel), second by Trustee Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

Agenda Item Number 14 being:

CONSIDER APPROVAL OF CHANGE ORDER NO. 1 WITH BRB CONTRACTORS, INC., FOR AN INCREASE IN THE CONTRACT AMOUNT OF \$13,401.00 FOR INSTALLATION OF 42 LF OF 36" PVC SEWER LINE; WITH AN INCREASE IN THE TIME NEEDED TO COMPLETE CONSTRUCTION OF THE ENTIRE PROJECT BY 90 CALENDAR DAYS DUE TO WEATHER AND COVID-19 RELATED ISSUES (MATERIAL SUPPLY AND PERSONNEL).

Jerry Ihler, Assistant City Manager, advised that Change Order No. 1 with BRB Contractors, Inc. was necessary due to the requested installation of 42 LF of 36" pipe by the City on the Southeast Lift Station Force Main project. This would eliminate the need to tear down a new retaining wall at the north property line. Mr. Ihler stated that the pipe installation would then be removed from the bid schedule when the gravity line was advertised for bids. Mr. Ihler stated that this would result in a savings in the overall cost of the project. He added that an increase in construction time by 90 days was requested due to delays in material delivery, weather delays, and issues with personnel due to COVID

Trustee Blair to approve Change Order No. 1 with BRB Contractors, Inc., for an increase in the contract amount of \$13,401.00 for installation of 42 LF of 36" PVC sewer line; with an increase in the time needed to complete construction

of the entire project by 90 Calendar Days due to weather and COVID-19 related issues (material supply and personnel), second by Trustee McKenzie. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:50 P.M.

Agenda Item Number 15 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MARCH 21, 2022.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$89,108.32.

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

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE SPECIAL MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 6:51 P.M. WITH CHAIRMAN MARK HAMM PRESIDING:

Agenda Item Number 16 being:

ROLL CALL

PRESENT: McKenzie, Blair, Hunt, Lewis, Williams, Hamm
ABSENT: Webb

Agenda Item Number 17 being:

CONSIDER ADOPTION OF RESOLUTION NO. 24(22) OF THE TRUSTEES OF THE MOORE ECONOMIC DEVELOPMENT AUTHORITY (THE "AUTHORITY") AUTHORIZING THE ISSUANCE OF ITS SALES TAX REVENUE NOTE, TAXABLE SERIES 2022 (MUNICIPAL CAPITAL IMPROVEMENTS PROJECT) (THE "NOTE") IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$1,500,000, FOR THE PURPOSE OF FINANCING (I) CERTAIN REAL PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES; AND (II) PAYING CERTAIN COSTS OF ISSUANCE IN CONNECTION WITH THE REFERENCED FINANCING (COLLECTIVELY, THE "PROJECT") IN THE CITY OF MOORE, OKLAHOMA; WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE NOTE TO BE SOLD ON A NEGOTIATED BASIS; RATIFYING, APPROVING AND AUTHORIZING THE EXECUTION OF OTHER DOCUMENTS RELATING TO THE TRANSACTION; AND AUTHORIZING EMPLOYMENT OF FINANCIAL ADVISOR AND BOND COUNSEL PERTAINING TO SAID FINANCING; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

Trustee Blair moved to adopt Resolution No. 24(22) of the Trustees of The Moore Economic Development Authority (the "Authority") authorizing the issuance of its Sales Tax Revenue Note, Taxable Series 2022 (Municipal Capital Improvements Project) (the "Note") in the aggregate principal amount of not to exceed \$1,500,000, for the purpose of financing (i) certain real property for economic development purposes; and (ii) paying certain costs of issuance in connection with the referenced financing (collectively, the "Project") in The City of Moore, Oklahoma; waiving competitive bidding and authorizing the Note to be sold on a negotiated basis; ratifying, approving and authorizing the execution of other documents relating to the transaction; and authorizing employment of Financial Advisor and Bond Counsel pertaining to said financing; and containing other provisions relating thereto, second by Trustee Williams. Motion carried unanimously.

Ayes: McKenzie, Blair, Hunt, Lewis, Williams, Hamm
Nays: None
Absent: Webb

THE SPECIAL MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:52 P.M. WITH MAYOR GLENN LEWIS PRESIDING:

Agenda Item Number 18 being:

NEW BUSINESS:

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

Tom Elmore, 408 N. Morgan, appeared before the City Council to request adoption of a resolution opposing the turnpike projects. Councilman Hamm announced that the Turnpike Authority would be at the Moore Public Library on April 21, 2022 from 5:30 p.m. to 7:30 p.m. to answer questions regarding the turnpike projects.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilman Hamm requested an update regarding when the Burlington-Northern Santa Fe ("BNSF") Railroad anticipated the Main Street railroad crossing would reopen. Brooks Mitchell, City Manager, stated that it was anticipated that the crossing would reopen by the end of the week; however, no definitive information was made available from BNSF. Councilwoman Hunt felt it was imperative that the Eastern Avenue and 12th Street projects be scheduled so as not to coincide with the 4th Street Underpass project. She believed having so many street closures would cripple traffic movement within the City. Councilwoman McKenzie suggested that turn lanes be constructed on each leg of the 19th and Tower Drive intersection and that the timing of the light be adjusted in anticipation to increased traffic congestion created when 4th Street is closed for construction.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, stated that the design of the residential street projects approved in the November 2021 G.O. Bond issue was complete. Mr. Mitchell expected items on both agendas in May to award contracts on the projects. He advised that weather permitting the projects should be completed by the end of the year.

Agenda Item Number 19 being:

ADJOURNMENT

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

Ayes: McKenzie, Blair, Hunt, Williams, Hamm, Lewis
Nays: None
Absent: Webb

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

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

MELISSA HUNT, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2022.

ATTEST:

VANESSA KEMP, City Clerk