

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
JANUARY 4, 2021 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on January 4, 2021 at 6:30 p.m. with Vice-Mayor Mark Hamm 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, Webb, Hamm, Lewis
ABSENT: None

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; Human Resources Director, Christine Jolly; Manager of Information Technology, David Thompson; Parks & Recreation Director, Sue Wood; Police Chief, Todd Gibson; Project-Grants Manager (Capital Planning & Resiliency), Kahley Gilbert; and Veolia Water Project Manager, Robert Pistole.

Mayor Lewis announced that he had recently suffered a concussion following a fall. He expressed his appreciation to those individuals that filled in for him while he was absent. He stated that Vice-Mayor Hamm would preside over the meeting since he was still recovering.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 21, 2020.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD NOVEMBER 10, 2020.
- C) APPROVE A NEW JOB DESCRIPTION FOR MARKETING COMMUNICATIONS MANAGER IN THE PUBLIC AFFAIRS DEPARTMENT, AND APPROVE PLACEMENT IN PAY GRADE 117 OF THE CITY'S SALARY TABLE.
- D) APPROVE A NEW JOB DESCRIPTION FOR AN AQUATICS CENTER ATTENDANT FOR THE PARKS AND RECREATION DEPARTMENT WHICH WILL COMBINE THE DUTIES OF DECK ATTENDANT AND AQUATICS CASHIER TO PROVIDE BETTER SHIFT COVERAGE DURING THE SUMMER AQUATICS SEASON, AND APPROVE PLACEMENT IN PAY GRADE 101 OF THE CITY'S SALARY TABLE.

- E) APPROVE A REVISED JOB DESCRIPTION FOR SENIOR BUILDING INSPECTOR IN THE COMMUNITY DEVELOPMENT DEPARTMENT AND APPROVE PLACEMENT IN PAY GRADE 110 OF THE CITY'S SALARY TABLE.
- F) ACCEPT A PERMANENT ROADWAY EASEMENT AND UTILITY EASEMENT FROM TERRILL M. CAVNAR AND RHONDA J. CAVNAR, TRUSTEES OF THE CAVNAR FAMILY REVOCABLE TRUST DATED OCTOBER 21, 2013 (PARCELS 13 AND 13.1) AND RELOCATE A SIGN AND MAILBOX FOR CONSTRUCTION AND MAINTENANCE OF THE SE 4TH STREET RAILROAD UNDERPASS PROJECT.
- G) ACCEPT TWO 10' TEMPORARY WORKSPACE EASEMENTS AND TWO 17' PERMANENT ROADWAY AND UTILITY EASEMENTS FROM WARREN FISHBURN FOR CONSTRUCTION AND MAINTENANCE OF THE SE SEWER FORCE MAIN IMPROVEMENTS ALONG THE NORTH SIDE OF INDIAN HILLS ROAD.
- H) APPROVE A TENANT RELOCATION AMOUNT OF \$40,000 FOR THE RELOCATION OF THE CPA FIRM, MICHELE L. BRENNER & COMPANY, PC, A DISPLACED BUSINESS CURRENTLY LOCATED IN THE STRIP CENTER ON PARCEL 2 FOR CONSTRUCTION AND MAINTENANCE OF THE SE 4TH ST. RAILROAD UNDERPASS PROJECT. THE FEDERAL LAW REQUIRES PAYMENT FOR RELOCATION UNDER THE, "*UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970 (UNIFORM ACT), AS AMENDED.*"
- I) APPROVE A RELOCATION AMOUNT OF \$192,950 FOR THE RELOCATION OF THE TILLISON CABINET COMPANY, INC., A DISPLACED BUSINESS CURRENTLY LOCATED AT 137 SE 4TH ST. FOR CONSTRUCTION AND MAINTENANCE OF THE SE 4TH ST. RAILROAD UNDERPASS PROJECT. THE FEDERAL LAW REQUIRES PAYMENT FOR RELOCATION UNDER THE, "*UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970 (UNIFORM ACT), AS AMENDED.*"
- J) ACCEPT A 10' TEMPORARY CONSTRUCTION EASEMENT FROM API OKC PROPERTIES, LLC AT 701 N. GALE AVE., AND DRU WATKINS AT 801 N. GALE AVE. FOR THE KELLY CREEK SEWER PROJECT.
- K) ACCEPT A 5' TEMPORARY CONSTRUCTION EASEMENT FROM DEE R. JONES AT 605 N GALE AVE. FOR THE KELLY CREEK SEWER PROJECT.
- L) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$4,951,957.35.

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

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

Agenda Item Number 3 being:

CONSIDER THE FINAL PLAT FOR EDGEWATER, SECTION 3, LOCATED IN THE NE/4 OF SECTION 30, T10N, R2W, BEING SOUTH OF SE 19TH STREET AND WEST OF SUNNYLANE ROAD. APPLICATION BY R & R DEVELOPMENT, LLC/ROCKY CLARK. (PLANNING COMMISSION RECOMMENDED APPROVAL 6-0). WARD 1.

Elizabeth Weitman, Community Development Director, stated that the subject property, rezoned to R-1 in May 2014, was located south of SE 19th and west of Sunnylan Road. The applicant proposed a Final Plat for the third and final phase of the Edgewater development which contained 87 single-family lots and 2 common areas on approximately 48 acres. Public water and sewer would be extended to serve the site from Edgewater, Section 2 and access would be provided from SE 19th Street and through existing residential streets as platted in Edgewater, Section 1. Ms. Weitman stated that SE 24th Street would provide a single-point access to the 74 lots located east of the eastern-most creek. The developer agreed

to place a street stub to the property to the east in order to provide a secondary access point to the area when the eastern property develops.

Ms. Weitman indicated that during the development of Section 2 it was determined that placing detention along the Northfork River could create downstream flooding. The developer worked with the City's consulting drainage engineer to install compensatory floodplain storage to ensure there would be no impact on the downstream properties. She stated that due to the unique citing within the watershed, no detention for this phase of Edgewater would be required. However, the western portion of the site was located within the 100-year floodplain as identified by both FEMA and the 2016 Master Drainage Study. She noted that all development within the floodplain must following FEMA regulations.

Ms. Weitman stated that the Envision Moore 2040 Plan designed the area as Open Space Residential. She noted that since the preliminary plat for the Edgewater Addition was approved prior to the adoption of the Envision Moore 2040 Plan, the application was reviewed as to its general conformance with the intent of the Plan for informational purposes only. The application was found to be in conformance with the Plan. Staff recommended approval of the item.

Councilman Blair moved to approve the Final Plat for Edgewater, Section 3, located in the NE/4 of Section 30, T10N, R2W, being south of SE 19th Street and west of Sunnyslane Road, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER APPROVAL OF A LOT SPLIT AT 2409 REGENCY PLACE. APPLICATION BY CHARLES HOPKINS.

Elizabeth Weitman, Community Development Director, advised that the subject site was zoned C-5 with a Permissive Use for automotive repair. The property contained a single building with two lease spaces on one lot. The applicant proposed splitting the property and building down the middle to create one lease space per lot that could be sold independently of the other. Ms. Weitman indicated that the applicant updated the party wall to an appropriate fire wall to comply with building code regulations. Staff recommended approval of the item.

Councilman Blair moved to approve a lot split at 2409 Regency Place, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 5 being:

RECEIVE ANNUAL REPORT ON THE 2020 STORMWATER QUALITY PROGRAM.

Elizabeth Weitman, Community Development Director, advised that the City's current 5-year Phase II Small MS4 Permit, also known as the Stormwater Program Permit issued by the Department of Environmental Quality ("DEQ"), ended on June 30, 2020. Ms. Weitman summarized a memo which detailed the program. She stated that in November 2020 the Oklahoma Department of Environmental Quality audited the City's Stormwater Quality Program to determine compliance with state and federal requirements. Overall the City performed well. Ms. Weitman gave a highlight of the FY 2015-2020 Stormwater Program accomplishments. Recommendations included in the audit included implementing an

inspection program for long-term BNTs such as detention ponds, and creating a training program to train all City employees to identify violations while they are out in the field performing their jobs.

Ms. Weitman advised that the DEQ was preparing the next 5-year permit cycle and provided a draft for the City's review. She stated that it was similar to the last 5-year program; however, there were some changes that must be made to the City's program. Ms. Weitman stated that cities with a population over 50,000 would now be required to inspect industrial sites for stormwater pollution, and the City must include Low Impact Development techniques in the City's processes and procedures. Ms. Weitman stated that some of the techniques were already being incorporated into the Code and would be presented to Council for approval.

She advised that once the permit was finalized the next 5-year Stormwater Management Plan and TMDL Implementation Plan must be submitted to ODEQ within 90 days. She stated that staff would be updating the Stormwater Management Plan but would require technical assistance on preparation of the TMDL Implementation Plan. Ms. Weitman advised that Agenda Item No. 6 was for authorization to solicit RFQs for preparation of the Lake Thunderbird TMDL Compliance Plan.

Ms. Weitman indicated that until the next 5-year program begins the City was required to continue with the requirements for the regular Stormwater Program. Over the next year staff would continue to map the City's stormwater infrastructure and collaborate with regional organizations for stormwater public education outreach. Staff would also prepare Code updates on drainage criteria, City standards and details, and other land development regulations that would codify the Low Impact Development Techniques as required by DEQ.

Vice-Mayor Hamm asked if Ms. Weitman anticipated the need for additional employees due to the new inspection requirements by DEQ. Ms. Weitman advised that with a plan to reallocate job duties within her department she felt that the Stormwater Manager would be able to perform the additional inspections.

Councilman Williams moved to receive an Annual Report on the 2020 Stormwater Quality Program, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 6 being:

AUTHORIZE STAFF TO SOLICIT REQUEST FOR QUALIFICATIONS FOR THE LAKE THUNDERBIRD TMDL COMPLIANCE PLAN.

Councilwoman Hunt moved to authorize staff to solicit Request for Qualifications for the Lake Thunderbird TMDL Compliance Plan, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER APPROVAL OF AN AMENDMENT TO THE TELADOC SERVICES AGREEMENT, EFFECTIVE JANUARY 1, 2021, CHANGING THE COST FOR SERVICES FROM \$4.25 PER EMPLOYEE PER MONTH TO \$5.50 PER EMPLOYEE PER MONTH.

Christine Jolly, Human Resources Director, stated that on July 6, 2020 the City Council approved an amendment to the services agreement with Teladoc, the City's telemedicine provider, extending the agreement to December 31, 2020. Ms. Jolly advised that the proposed amendment would cover a full calendar year with an automatic renewal on January 1st of each subsequent year. She noted the amendment included a small increase in the cost per employee per month from \$4.25 to \$5.50.

Councilman Williams asked for the annual cost for the service. Brooks Mitchell, City Manager, stated that the total amount of the increase for the year would be around \$3,600.

Councilwoman McKenzie moved to approve an Amendment to the Teladoc Services Agreement, effective January 1, 2021, changing the cost for services from \$4.25 per employee per month to \$5.50 per employee per month, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER APPROVAL OF A MODIFICATION TO THE CITY'S PERSONNEL POLICY AND PROCEDURES MANUAL MODIFYING THE SICK LEAVE BUYBACK PROCEDURES.

Brian Miller, Assistant City Attorney, stated that the proposed change to the City's Personnel Policy and Procedures Manual would modify the policy regarding sick leave buyback. Mr. Miller advised that when an employee accrues more than 1,000 hours of sick leave, the City buys back those hours on the next payroll check. However, this is not automatic procedure and the Payroll Clerk must manually check the limits each pay period. The proposed change would allow sick leave hours to accrue over the 1,000 hour limit. Any hours over 1,000 would be paid in May and December during a Sick Leave Buyback Program.

Councilman Williams asked if there was an estimate of the number of employees who have accrued over 1,000 hours of sick leave. Mr. Miller estimated there was around 10 to 15 employees primarily in the Police Department that had accrued over 1,000 hours of sick leave.

Councilman Williams moved to approve a modification to the City's Personnel Policy and Procedures Manual modifying the sick leave buyback procedures, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A MODIFICATION TO THE CITY'S PERSONNEL POLICY AND PROCEDURES MANUAL ADDING A "CLEAR DESK" POLICY FOR EMPLOYEES THAT DEAL WITH CONFIDENTIAL MATTERS.

Brian Miller, Assistant City Attorney, stated that the proposed change to the City's Personnel Policy and Procedures Manual would add a "Clear Desk" Policy.

Mr. Miller stated that the item was brought to his attention by David Thompson, Manager of Information Technology, who received a recommendation from the auditor regarding cyber security in relation to the America's Water Infrastructure Act. The proposed amendment states that any employee who handles

confidential information should ensure confidential papers are put away or their computer monitor closed while they are away from their desk.

Councilwoman Hunt moved to approval of a modification to the City's Personnel Policy and Procedures Manual adding a "Clear Desk" policy for employees that deal with confidential matters, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER RESOLUTION NO. 981(21) ADOPTING THE SCHEDULE OF FEES AND CHARGES AND REPEALING ALL PRIOR INCONSISTENT FEES.

Brian Miller, Assistant City Attorney, advised that the proposed update would incorporate changes to the Aquatic Center rental fees for the lap pool and lazy river. It would also eliminate the fees for the various leagues because the Parks and Recreation Manager would set the fees based on the number of teams that participate in the leagues.

Councilman Williams moved to adopt Resolution No. 981(21) adopting the Schedule of Fees and Charges and repealing all prior inconsistent fees, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 11 being:

CONSIDER ADOPTING RESOLUTION NO. 982(21) AUTHORIZING THE CITY ATTORNEY TO INSTITUTE EMINENT DOMAIN PROCEEDINGS FOR CONDEMNATION AND DECLARING THE NECESSITY FOR ACQUIRING PROPERTIES FOR ROADWAY AND DRAINAGE IMPROVEMENTS FOR THE SE 4TH STREET RAILROAD UNDERPASS IMPROVEMENT PROJECT NO. 33025(04).

Jerry Ihler, Assistant City Manager, stated that Exhibit "A" to Resolution No. 982(21) identified six parcels of land in which the City must acquire right-of-way easements, utility easements, or the entire tract of land necessary for the SE 4th Street Railroad Underpass Project. Mr. Ihler advised that negotiations on the parcels of land have been unsuccessful and adoption of Resolution No. 982(21) would authorize acquiring the land through the condemnation process in District Court. He noted that staff would continue to negotiate in an attempt to settle the matter before completing the condemnation process.

Councilwoman McKenzie asked if the issue would come back to the City Council to approve an agreement after it goes to Court. Mr. Ihler stated if a compromise is reached with the property owner out of Court the item would be brought back to Council for approval of the negotiated amount.

Mayor Lewis moved to adopt Resolution No. 982(21) authorizing the City Attorney to institute eminent domain proceedings for condemnation and declaring the necessity for acquiring properties for roadway and drainage improvements for the SE 4th Street Railroad Underpass Improvement Project No. 33025(04), second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 12 being:

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A TORO 5900 GROUNDMASTER 16' BATWING MOWER IN THE AMOUNT OF \$105,375 AND A VENTRAC 4500Y TRACTOR SLOPE MOWER IN THE AMOUNT OF \$35,906 FROM PROFESSIONAL TURF PRODUCTS USING STATE CONTRACT NO. SW190.

Sue Wood, Parks and Recreation Director, stated that purchasing the proposed equipment would save man hours and allow projects to be completed in a timely manner since the older equipment required frequent repairs.

Councilman Webb moved to authorize the budgeted purchase of a Toro 5900 Groundmaster 16' Batwing Mower in the amount of \$105,375 and a Ventrac 4500Y Tractor Slope Mower in the amount of \$35,906 from Professional Turf Products using State Contract No. SW190, second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 13 being:

CONSIDER AUTHORIZING STAFF TO SOLICIT COMPETITIVE BIDS FOR UPDATED FITNESS EQUIPMENT FOR THE STATION.

Sue Wood, Parks and Recreation Director, stated that the fitness equipment had been utilized since the facility opened and was nearing the end of its useful life. Ms. Wood stated that the equipment was not compatible with Cox for televisions and different parts of the equipment to work.

Councilwoman McKenzie asked what would happen with the used equipment. Ms. Wood indicated that staff was working to determine the best option for either the resale or trade-in of the old equipment.

Councilwoman McKenzie moved to authorize staff to solicit competitive bids for updated fitness equipment for The Station, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 14 being:

CONSIDER APPROVAL OF A REVISED CALCULATION RELATED TO THE SALES TAX REBATE FOR BLEUCIEL.

Betty Koehn, Finance Director, stated that the City entered into a Sales Tax Rebate Agreement with BleuCiel in which they must reach \$9.5 million in sales each year in order to receive the maximum rebate amount. Ms. Koehn indicated that due to the pandemic most businesses experienced reduced or no sales during the April and May sales tax recording period. Because of the extraordinary circumstances staff would request making a one-time adjustment when calculating whether BleuCiel met the required \$9.5 million in sales. She recommended using the average of the lowest six months of sales tax earnings

during the calculation period and using this number for BleuCiel's April and May sales. This calculation would produce a conservative number and the adjustment would only be used for the first rebate period.

Councilwoman McKenzie moved to approve a revised calculation related to the sales tax rebate for BleuCiel, second by Councilman Webb. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 7:08 P.M.

Agenda Item Number 15 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 21, 2020.
- B) RATIFY ACTION OF CITY COUNCIL REGARDING APPROVAL OF AN AMENDMENT TO THE TELADOC SERVICE AGREEMENT EFFECTIVE JANUARY 1, 2021.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$847,606.31.

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

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

Agenda Item Number 16 being:

CONSIDER APPROVAL OF AN AMENDMENT TO THE HEALTHCARE HIGHWAYS SERVICES AGREEMENT EFFECTIVE JANUARY 1, 2021, CHANGING THE FEE FOR SERVICES PERFORMED OUTSIDE OF OKLAHOMA FROM \$0.00 TO 25% OF SAVINGS.

Christine Jolly, Human Resources Director, stated that Healthcare Highways was the Health Provider Network that the City uses within Oklahoma. Services outside of Oklahoma are provided by Private Healthcare Systems ("PHCS"). The proposed amendment would change the fees charged for out-of-state services from no charge to 25% of savings for using PHCS. Ms. Jolly stated that typically very few members receive medical services outside of the State and generally only in an emergency situation. Staff recommended approval of the item.

Trustee Webb moved to approve an Amendment to the Healthcare Highways Services Agreement effective January 1, 2021, changing the fee for services performed outside of Oklahoma from \$0.00 to 25% of savings, second by Trustee Williams. Motion carried unanimously.

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:10 P.M.

Agenda Item Number 17 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 21, 2020.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$613,898.27.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:11 P.M.

Agenda Item Number 18 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 felt that the City was doing a good job picking up tree limbs from the ice storm. He felt that repairs needed to be made to 34th Street from east of the railroad tracks to Broadway due to damage from large trucks traveling the roadway.

Councilwoman McKenzie agreed that the City did a great job on the first round of pickups around the City. She commented the start date on the second round of tree limb pickups would be slightly delayed due to the recent snowstorm. She requested an update on the demolition of the condemned home located at 2116 S. Briarcliff Drive. Elizabeth Weitman, Community Development Director, stated that the City contracted with M & M Wrecking for removal of the home scheduled to begin on January 5, 2021 at 7:30 a.m. Staff received a call earlier in the day notifying the City that demolition would instead begin on January 6, 2021. Ms. Weitman expressed her plan to place an item on the next agenda to consider the second lowest bid in the event M & M does not perform. Councilman Williams inquired about the reason for the delay. Ms. Weitman felt it was partly related to the weather and partly because they were behind schedule on other projects. She advised that the second lowest bid was from Midwest Wrecking who indicated they would honor their original bid amount.

Vice-Mayor Hamm commented that the roadway to the 19th Street and Broadway entrance to The Shops at Moore had deteriorated. When the issue occurred one other time staff advised that there were several owners and it was difficult to locate them to make repairs. He asked for an update on the situation. Brooks Mitchell, City Manager, stated that there have been some progress on the research. He indicated that staff would continue to research the issue and report back to Council.

Councilman Webb reported a large pothole behind The Shops at Moore on Crystal Drive.

Mayor Lewis expressed his appreciation to Vice-Mayor Hamm for chairing the meeting on his behalf.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that the sewer line portion of the Kelly Creek project was complete. He stated that he and Assistant City Manager Jerry Ihler attended a meeting on Phase II of the I-35 Corridor Study. Mr. Miller stated that ODOT and ACOG were working to obtain information required by the engineers. He anticipated monthly updates on the progress of the Study to begin in March 2021.

Agenda Item Number 19 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:17 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

MELISSA HUNT, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2020.

ATTEST:

VANESSA KEMP, City Clerk