

**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
MAY 3, 2021 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma, and by videoconference, on May 3, 2021 at 6:30 p.m. with Vice-Mayor 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

APPEARED IN PERSON: McKenzie, Blair, Williams, Webb, Hamm
APPEARED BY VIDEOCONFERENCE: Lewis
ABSENT: Hunt

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney, Randy Brink; Assistant City Attorney/Risk Manager, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Fire Chief, Greg Herbster; Parks and Recreation Director, Sue Wood; PC Technician, Thomas Farrar; Police Chief Todd Gibson; Sergeant Rebecca Miller; Public Affairs Director, Deidre Ebrey; Public Works Director, Tony Mensah; and Veolia Water Project Manager, Robert Pistole.

Vice-Mayor Hamm presented a proclamation to Sergeant Rebecca Miller declaring May 9-15, 2021 as "Police Week" in Moore. He commented on the importance for communities to recognize their police officers and to say thank you for the job that they do.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD APRIL 19, 2021.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD MARCH 9, 2021.
- C) DECLARE A 1984 CHEVROLET C-60 DUMP TRUCK, VEHICLE NO. 84654 (VIN 1GBK6D1A1E141079) AS SURPLUS.
- D) APPROVE AN AMERICAN RED CROSS SHELTER AGREEMENT ALLOWING THE USE OF THE MOORE COMMUNITY CENTER AS AN EMERGENCY SHELTER DURING A DISASTER.

- E) ACCEPT AN APPROXIMATE 30' EASEMENT FOR CONSTRUCTION OF A SANITARY SEWER LINE FROM THE APPLE VALLEY HOME OWNER'S ASSOCIATION LOCATED IN THE NW/4 OF SECTION 36, T19N, R3W, BEING SOUTH OF SW 34TH STREET AND EAST OF EASTERN.
- F) APPROVE AN AMENDMENT TO THE AGREEMENT WITH THE REGIONAL FOOD BANK OF OKLAHOMA.
- G) APPROVE RENEWAL OF A CONTRACT WITH DOWNEY CONTRACTING, LLC FOR CONSTRUCTION MANAGEMENT SERVICES FOR OLD TOWN PARK.
- H) APPROVE NORMAN PUBLIC SCHOOLS BUS TRANSPORTATION AGREEMENT FOR RENTAL OF THE SCHOOL BUSES FOR THE MOORE PARKS AND RECREATION 2021 OASIS DAY CAMP FIELD TRIPS.
- I) ACKNOWLEDGE RECEIPT OF CONSTRUCTION PERMIT NO. SL000014210202 FROM THE OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY FOR CONSTRUCTION OF THE SANITARY SEWER FORCE MAIN IMPROVEMENTS TO SERVE THE SOUTHEAST BASIN LIFT STATION FORCE MAIN PROJECT.
- J) ACCEPT A 414.19 S.F. TEMPORARY CONSTRUCTION EASEMENT, A 747.60 S.F. UTILITY EASEMENT, AND A 647.92 S.F. PERMANENT RIGHT-OF-WAY EASEMENT FROM GINNY FREEMAN INSURANCE AGENCY, INC. LOCATED AT 525 TOWER DRIVE, SUITE A FOR CONSTRUCTION AND MAINTENANCE OF THE SE 4TH STREET RAILROAD UNDERPASS PROJECT.
- K) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$2,490,417.98.

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

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

Agenda Item Number 3 being:

RECEIVE THE ANNUAL PIONEER LIBRARY SYSTEM REPORT FROM EXECUTIVE DIRECTOR, LISA WELLS.

Lisa Wells, Executive Director, of the Pioneer Library System ("PLS") acknowledged Moore Public Library Branch Manager Chris Manna, and the Associate Director for the Pioneer Library System Aiden Street along with former PLS Board Treasurer Chief Todd Gibson who were also in attendance. Ms. Wells distributed packets of information to the City Council which included the 2021 Strategic Plan and the 2020 Annual Report. Also included in the packet was the Pioneer Library System's Annual Investment report and information regarding library attendance and services. Ms. Wells stated that the Pioneer Library System partners with ten municipalities to provide library services to their communities. She stated that more than one million people visited the library during the past year. During that time period print and digital collections were checked out two million times. Customers spent 6.8 million minutes learning throughout the summer. And 64% of the people in the service area have a library card with 89% of library users indicating they would recommend the library to others. She advised that digital library services were extended during the pandemic.

Ms. Wells stated that the City provides the building, maintenance and custodial services, and furnishings for the Moore Public Library while Pioneer Library System operates the library by providing staff, technology, materials and programming. The Annual Investment Report included Pioneer Library System's monetary investment in the library. She advised that the Moore Public Library was open 72 hours a week providing 4,472 hours in staffing a month. Salaries, payroll taxes, benefits, technology and materials over the past fiscal year totaled \$2,064,719.

Ms. Wells indicated that the numbers at the bottom of the page reflected the amount of operating expenses charged to Cleveland County, McClain and Pottawatomie Counties for being a part of the Pioneer Library System. Each county is charged the percentage of system services equal to the percentage of ad valorem tax revenues coming from the individual county.

Ms. Wells stated that although last year wasn't ordinary; the Moore Public Library net promoter score for April was 88 and for the last 12-months it was 83. She advised that this was a loyalty metric that gauges on a scale from 0 to 10 how likely they would be to recommend the library to family and friends. In order to put the number in perspective she stated that Apple's net promoter score was 69, Starbucks was 77, and Pizza Hut was 78. The Moore Public Library's net promoter score of 83 indicated they were doing a great job.

She stated that they are working to continue their mission of inspiring innovation, engagement and learning within the communities and planning for the future. Ms. Wells played a 4 minute video entitled The Power of Libraries which talked about the library being an anchor and a stimulant for economic recovery within the communities. Ms. Wells encouraged the City Council to take action toward building a new library in Moore. She stated they love partnering with the City and would continue to fully engage in providing a high standard of service to the community.

Vice-Mayor Hamm asked when the Moore Public Library would resume normal operations. Ms. Wells indicated that this issue would be an item of discussion at the next Executive Team Meeting held May 5, 2021; however, they do anticipate the library being fully open in the very near future.

No action was taken on the item.

Agenda Item Number 4 being:

CONSIDER APPROVAL OF A LIBRARY SERVICES, FACILITIES AND MAINTENANCE AGREEMENT WITH THE PIONEER LIBRARY SYSTEM FOR FISCAL YEAR 2021-2022.

Councilman Webb moved to approve a Library Services, Facilities and Maintenance Agreement with the Pioneer Library System for Fiscal Year 2021-2022, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER AWARDDING BID NO. 2021-011 FOR THE PURCHASE AND INSTALLATION OF CARDIO EXERCISE EQUIPMENT FOR THE STATION TO ADVANCED EXERCISE USING OPTION 1 EQUIPMENT PROPOSAL NO. 054423 IN THE AMOUNT OF \$176,591.10 AND UTILIZING OPTION 1 FINANCIAL PLAN, FOR THREE-YEAR MONTHLY PAYMENTS.

Sue Wood, Parks and Recreation Director, recommended awarding the rebid of Bid No. 2021-011 for the purchase and installation of cardio exercise equipment for the Station to Advanced Exercise Using Option No. 1 in the amount of \$176,591.10.

Brooks Mitchell, City Manager, stated that the item was to award the bid for purchase of the equipment. Mr. Mitchell indicated that an item would be brought back for consideration at a future meeting regarding financing of the equipment.

Councilwoman McKenzie asked if the City leased the current equipment. Mr. Wood confirmed that the equipment was obtained through a lease-purchase agreement.

Councilman Webb moved to award Bid No. 2021-011 for the purchase and installation of Cardio Exercise Equipment for the Station to Advanced Exercise using Option 1 Equipment Proposal No. 054423 in the amount of \$176,591.10, second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 6 being:

APPROVE APPROVAL OF THE 2021 MOWING MAINTENANCE CONTRACT WITH U. S. LAWNS USING THE UPDATED PRICING LIST.

Sue Wood, Parks and Recreation Director, advised that the item was for approval of the annual mowing maintenance contract with U.S. Lawns. Ms. Wood noted that there was some pricing changes included in the contract. Councilman Williams asked if the cost increases was anticipated for inclusion in the budget. Ms. Wood indicated that that the budget reflected the changes.

Councilman Williams moved to approve the 2021 Mowing Maintenance Contract with U. S. Lawns using the updated pricing list, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF SIX (6) PORTABLE RADIOS AND ACCESSORIES IN THE AMOUNT OF \$29,449.84 FROM MOTOROLA SOLUTIONS, INC. FROM THE UNITED STATES GENERAL SERVICES ADMINISTRATION ("GSA") CONTRACT PURSUANT TO PART 7, SECTION 7-205(6).

Police Chief Todd Gibson thanked the City Council for the proclamation presented to Sgt. Miller for Police Week and for the overwhelming support of the Police Department. Chief Gibson advised that the proposed purchase of six portable radios and accessories was a budgeted item as part of routine maintenance to replace older unserviceable radios.

Councilwoman McKenzie moved to approve the budgeted purchase of six (6) portable radios and accessories in the amount of \$29,449.84 from Motorola Solutions, Inc. from the United States General Services Administration ("GSA") contract pursuant to Part 7, Section 7-205(6), second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER RENEWAL OF A CONTRACT WITH PIVOT IN THE AMOUNT OF \$15,000 FOR OPERATION OF A COMMUNITY INTERVENTION CENTER TO RECEIVE AND HOLD JUVENILES WHO HAVE BEEN TAKEN INTO CUSTODY BY LAW ENFORCEMENT AGENCIES.

Police Chief Todd Gibson stated that the proposed contract renewal with PIVOT was for next fiscal year. Chief Gibson advised that the Police Department has utilized the services of PIVOT, a Community Intervention Center, for the past five years. They hold juveniles taken into custody and provide for their care until a parent can be located allowing police officers to return to duty. Chief Gibson stated that the terms of the contract were unchanged and recommended approval of the item.

Councilwoman McKenzie moved to approve a contract with PIVOT in the amount of \$15,000 for operation of a Community Intervention Center to receive and hold juveniles who have been taken into custody by law enforcement agencies, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF ORDINANCE NO. 972(21) AMENDING PART 12, CHAPTER 5, ARTICLE J, BY REMOVING CURRENT DRAINAGE REGULATIONS FOR DEVELOPMENT WITHIN THE CITY OF MOORE AND ADOPTING THE "STORMWATER MANAGEMENT CRITERIA UPDATE" MANUAL AS THE DRAINAGE REGULATIONS FOR THE CITY OF MOORE. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-1).

Councilman Blair moved to table Agenda Item No. 9, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER THE PRELIMINARY PLAT OF THE HILLS AT TIMBER CREEK, LOCATED IN THE NW/4 OF SECTION 33, T10N, R2W, BEING SOUTH OF SE 34TH STREET AND EAST OF SOONER ROAD. APPLICATION BY MONGOLD PROPERTIES, LLC/KIRBY MONGOLD. (PLANNING COMMISSION RECOMMENDED APPROVAL 9-0). WARD 1.

Elizabeth Weitman, Community Development Director, stated that the subject site was located south of SE 34th Street and east of Sooner Road. Ms. Weitman advised that the majority of the property was zoned R-1 Single-Family Residential with the northwest corner zoned C-3 General Commercial. The applicant proposed development of a single-family residential development approximately 78.46 acres in size with 7 formalized common areas and 87 living units, with a density of 1.34 living units per acre.

Ms. Weitman stated that public water was available to serve the site; however, public sewer was not. Stormwater detention was required. No FEMA floodplain or floodway was located on the property. She indicated that the development included a detention pond on the west side of the property. Access would

be provided by three access points, two along SE 34th Street and a third along S. Sooner Road. The east access road along SE 34th Street would also serve as an access point to a future school site located south of the subject site.

Ms. Weitman advised that the Envision Moore 2040 Plan designated the majority of the area as Open Space Residential with the northwest corner designated as Neighborhood Commercial. Land uses in Open Space Residential include existing neighborhoods with large lots or new neighborhoods with significant open space. Land uses in Neighborhood Commercial include commercial development convenient to residential areas and employment centers.

Ms. Weitman stated that staff reviewed the application and found it to be in conformance with the Plan; therefore, staff recommended approval of the item.

Councilwoman McKenzie asked if sidewalks would be included in the development. Ms. Weitman stated R-1 developments are required to have sidewalks throughout the development and along the arterial roadways.

Councilman Webb moved to approve the Preliminary Plat of The Hills at Timber Creek, located in the NW/4 of Section 33, T10N, R2W, being south of SE 34th Street and east of Sooner Road, second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 11 being:

CONSIDER APPROVING \$225,000 IN CARES REIMBURSEMENT MONEY FOR ADDITIONAL DESIGN WORK ON S. 34TH BETWEEN BROADWAY AND I-35.

Jerry Ihler, Assistant City Manager, stated that approximately a year ago the City Council approved a contract with Guernsey for design of SW 34th Street between Broadway Avenue and the 34th Street Bridge over I-35. The proposed item would extend the project to just north of Broadway Avenue where it would include better access to the school located there. The original contract included funding of the study and report phase and 30% of the preliminary design. Staff proposed utilizing \$225,000 in CARES Act Reimbursement monies to fund the remaining 60% preliminary and final design and preparation of the project for bid.

Councilman Williams confirmed with the City Attorney that the City could legally utilize CARES Act funds for the project.

Councilwoman McKenzie moved to approve \$225,000 in CARES reimbursement money for additional design work on S. 34th between Broadway and I-35, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 12 being:

CONSIDER APPROVING \$131,000 IN CARES REIMBURSEMENT MONEY FOR THE CITY OF MOORE'S SHARE OF THE SANTA FE AVENUE RECONSTRUCTION PROJECT BETWEEN SW 34TH STREET AND INDIAN HILLS ROAD.

Jerry Ihler, Assistant City Manager, stated that staff was requesting utilization of CARES Act Reimbursement funds for the City's share of the Santa Fe Avenue reconstruction project from SW 34th Street to Indian Hills Road. Mr. Ihler indicated that this was a joint project that would also include the cities of Norman and Oklahoma City and Cleveland County. Mr. Ihler advised that the City's share of the project would include 25% of the construction costs estimated to be \$131,000. He anticipated construction would begin the end of May 2021 and be completed by the end of summer.

Councilman Williams commented that he had received lots of complaints regarding the roadway and felt the project should be expedited if at all possible. Mr. Ihler agreed stating that the winter storm had caused major deterioration of the roadway.

Councilman Williams moved to approve \$131,000 in CARES reimbursement money for the City of Moore's share of the Santa Fe Avenue reconstruction project between SW 34th street and Indian Hills Road, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 13 being:

CONSIDER APPROVAL OF THE PURCHASE OF 14 HEAT AND AIR UNITS IN THE AMOUNT OF \$22,966.00 FOR CITY HALL.

Jerry Ihler, Assistant City Manager, indicated that when City Hall was constructed many years ago the heating and air conditioning system consisted of 64 heat pumps. Over the past 12 to 15 years 21 of the heat pumps have been replaced. Staff proposed replacing the 40 remaining heat pumps over the next 3 ½ years. Mr. Ihler advised that three quotes were collected for the heat and air units ranging in price from a low of \$22,827.60 to a high of \$32,263.99. Staff recommended awarding the item to Air Products Supply out of Norman, Oklahoma in the amount of \$22,827.60 who submitted the lowest quote. Mr. Ihler indicated there was a mathematical error in the dollar amount listed in the agenda item.

Councilman Williams asked if Air Products Supply would install the units. Mr. Ihler advised that City crews would be installing the equipment.

Councilman Blair moved to approve the purchase of 14 heat and air units for City Hall from Air Products Supply in the amount of \$22,827.60, second by Councilman Williams. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT APPROXIMATELY 7:05 P.M.

Agenda Item Number 14 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD APRIL 19, 2021.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$562,610.16.

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

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:07 P.M.

Agenda Item Number 15 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD APRIL 19, 2021.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$180,011.36.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 7:07 P.M.

Agenda Item Number 16 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 stated that under the Biden Administration the City could receive approximately \$6.5 to \$8.5 million in additional CARES Act funds. He proposed giving each utility account holder \$100.00 to assist with the financial hardship some residents experienced due to COVID and the ice storm. He asked for

comments regarding his suggestion. Brooks Mitchell, City Manager, stated that staff was waiting for the next deposit of federal funds along with criteria for use of the monies. Mr. Mitchell stated that if there was nothing prohibiting the use of the funds in this way he would support the Mayor's suggestion. Some of the council members also felt it was a great idea and recommended that staff research the possibility of using the funds in this way.

Vice-Mayor Hamm stated that it had been 22 years since the May 3, 1999 tornado hit Moore. He wanted to acknowledge the anniversary of the event and commented on how the residents came together to do what was necessary to make the community whole again.

Vice-Mayor Hamm congratulated Police Chief Todd Gibson on his appointment to an oversight committee for the Oklahoma Bureau of Narcotics and Dangerous Drugs.

Councilwoman McKenzie commented on the recent heavy rain which caused flooding in areas around the City. She thanked staff and Silver Star Construction for their after-hours work dealing with the issues the flooding created.

C) ITEMS FROM THE CITY/TRUST MANAGER.

There were no items from the City/Trust Manager.

Agenda Item Number 17 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:14 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

MELISSA HUNT, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2021.

ATTEST:

VANESSA KEMP, City Clerk