

**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  
DECEMBER 21, 2020 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on December 21, 2020 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  
ABSENT: Lewis

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; Human Resources Director, Christine Jolly; Parks and Recreation Director, Sue Wood; Interim Assistant Parks and Recreation Director, Whitney Wathen; PC Technician, Thomas Farrar; PC/IT Technician, Zane Gruver; Police Chief Todd Gibson; Assistant Police Chief, Blake Green; Police Sergeant, David Dickinson; Project-Grants Manager (Capital Planning & Resiliency), Kahley Gilbert; Public Affairs Director, Deidre Ebrey; Public Works Director, Richard Sandefur; and Veolia Water Project Manager, Robert Pistole.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 7, 2020.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD NOVEMBER 3, 2020.
- C) ACCEPT A 5' TEMPORARY CONSTRUCTION EASEMENT FROM SBJ PROPERTIES AT 748 N. JANEWAY AND TRAVIS MUELLER AT 617 N. GALE FOR THE KELLY CREEK SEWER RELOCATION PROJECT.
- D) APPROVE A CONTRACT WITH STAN DRAKE FOR PROJECT SERVICES RELATED TO THE CITY OF MOORE'S STREETS AND DRAINAGE.
- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$4,608,527.19.

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

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

**Agenda Item Number 3 being:**

CONSIDER ACCEPTANCE OF THE CITY OF MOORE'S FINANCIAL AND SINGLE AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2020.

Betty Koehn, Finance Director, stated that Bob Dillon with Dillon and Associates would present highlights of the audit.

Mr. Dillon advised that his firm performed an audit of the City's financial statements and federal grant programs. The audit opinion on both the financial statements and the federal grant programs was unmodified meaning there were no material misstatements. He stated that there was approximately \$11.8 million in federal expenditures primarily related to a CDBG grant received through the Department of Housing and Urban Development. Mr. Dillon stated that in March 2020 HUD conducted a review of the grant and had some administrative findings that were reported to the City. As a matter of procedure they included HUD's findings in the audit report. Mr. Dillon stated that there was also a response from the City included in the audit indicating that the findings had been corrected. He indicated that they performed calculations on the City's property tax rates and found that they had remained steady. Property tax rates for this year was calculated to be 15.49 with the prior year being 16.53. Mr. Dillon advised that there was a required revenue or debt coverage amount equal to 1.25 times the debt service on the revenue notes. The debt coverage amount was 5.37 which was comprised primarily of sales tax pledged toward debt service. He noted that any unused amount would be returned to the General Fund. Sales and use tax increased last fiscal year by 1.6 million or 4.5%. The total sales and use tax collected was \$38 million. He stated that the carryover for the General Fund represented funds available for the next budget year in the amount of \$7.5 million or around 17% of revenues. He stated that long-term debt went down about \$8.7 million. Mr. Dillon advised that the City received CARES Act funding of around \$4.7 million. Mr. Dillon ended his presentation and asked if there were any questions. Councilwoman McKenzie confirmed that the property tax rate of 15.49 was the City's portion.

**Councilwoman McKenzie moved to accept the City of Moore's Financial and Single Audit for the fiscal year ended June 30, 2020, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER ADOPTION OF A RESOLUTION NO. 980(20) PERTAINING TO THE GENERAL OBLIGATION BONDS OF 2021, APPROVED BY A MAJORITY OF THE QUALIFIED VOTERS AT AN ELECTION HELD ON JUNE 26, 2018, FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR, FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW.

Brooks Mitchell, City Manager, stated that the proceeds from the 2021 G.O. Bond election approved by the voters on June 26, 2018 would be used primarily for Eastern Avenue, Kelly Creek, and the 4<sup>th</sup> Street Underpass projects. Mr. Mitchell indicated that the City's financial advisor, Chris Gander and the City's bond counsel, Terry Hawkins were in attendance to answer any questions. He noted that the \$18.9 million issuance would allow the millage rate to remain between 15.5 and 16.5 as promised to the voters.

Councilwoman McKenzie asked what interest rate was anticipated for the bond issuance. Mr. Gander estimated the rate would be around 1.5%.

**Councilman Blair moved to adopt Resolution No. 980(20) pertaining to the General Obligation Bonds of 2021, approved by a majority of the qualified voters at an election held on June 26, 2018, fixing the amount of Bonds to mature each year, fixing the time and place the Bonds are to be sold and authorizing the Clerk to give notice of said sale as required by law, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER ORDINANCE NO. 957(20) GRANTING TO ONE GAS, INC., ACTING BY AND THROUGH ITS OKLAHOMA NATURAL GAS COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF TWENTY-FIVE (25) YEARS FROM APPROVAL AND ACCEPTANCE OF THIS ORDINANCE, A NON-EXCLUSIVE FRANCHISE AND RIGHT TO ENTER THE PUBLIC WAYS TO INSTALL, OPERATE AND MAINTAIN A DISTRIBUTION SYSTEM WITHIN, ALONG, ACROSS, OVER AND UNDER THE PUBLIC WAY FOR THE CITY OF MOORE, OKLAHOMA FOR THE TRANSPORTATION, DISTRIBUTION AND/OR SALE OF GAS TO CONSUMERS AND THE PUBLIC GENERALLY IN THE CITY; DEFINING THE WORDS AND PHRASES THEREIN; PROVIDING FOR ASSIGNMENT, SALE OR LEASE OF THE FRANCHISE; PROVIDING THAT THE CITY MAY ENACT AN ORDINANCE CHARGING PERSONS TRANSPORTING GAS THROUGH GRANTEE'S DISTRIBUTION SYSTEM A FEE ON THE CALCULATED VALUE OF SUCH TRANSPORTED GAS; PROVIDING FOR USE AND REPAIR OF THE PUBLIC WAYS; PROVIDING FOR REGULATION OF SERVICE; ESTABLISHING DEPTH OF PIPELINES; ESTABLISHING RIGHTS AND DUTIES IN THE MOVEMENT AND ALTERATION OF PIPELINES; PROVIDING FOR INDEMNIFICATION OF THE CITY OF MOORE; PROVIDING FOR GRANTEE'S RULES AND REGULATIONS; PROVIDING FOR INSPECTION OF GRANTEE'S RECORDS; REQUIRING GRANTEE TO PAY A FRANCHISE FEE; PROVIDING FOR CONDITIONS OF THE FRANCHISE; PROVIDING FOR CONSTRUCTION OF THIS ORDINANCE UPON THE INVALIDITY OF ANY PART THEREOF; PROVIDING FOR THE SUBMISSION OF THIS ORDINANCE TO AN ELECTION OF THE QUALIFIED VOTERS OF THE CITY; PROVIDING FOR ACCEPTANCE OF THIS FRANCHISE BY GRANTEE AND BOTH AN EFFECTIVE AND AN OPERATIVE DATE THEREOF; REPEALING ALL OTHER ORDINANCES DIRECTLY IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

Brooks Mitchell, City Manager, stated that Agenda Items No. 5 through 7 were companion items related to a request by ONG that the City call an election to consider granting them a natural gas utility franchise. Mr. Mitchell noted that the item was previously approved by the City Council but was cancelled due to the pandemic. He advised that Martie Oyler, Regional Manager of Community Relations and Dustin Frederick, attorney with ONG were in attendance to answer any questions.

Councilwoman McKenzie confirmed that approval of the items would allow an election to be called and the franchise agreement to be placed on the ballot. It would not be considered approval or endorsement of the franchise agreement by the City Council.

**Councilwoman Hunt moved to approve Ordinance No. 957(20), second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER APPROVAL OF EMERGENCY PROVISION FOR ORDINANCE NO. 957(20) IT BEING IMMEDIATELY NECESSARY FOR THE PRESERVATION OF THE PEACE, HEALTH, SAFETY AND PUBLIC GOOD OF THE CITY OF MOORE AND THE INHABITANTS THEREOF THAT THE PROVISIONS OF THIS ORDINANCE BE PUT INTO FULL FORCE AND EFFECT, AN EMERGENCY IS HEREBY DECLARED TO EXIST BY REASON WHEREOF THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FULL FORCE AND EFFECT FROM AND AFTER THE DATE PROVIDED HEREIN AS PROVIDED BY LAW.

**Councilman Blair moved to approve the emergency provision for Ordinance No. 957(20), second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER ADOPTING RESOLUTION NO. 979(20) AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF MOORE, OKLAHOMA TO BE HELD ON TUESDAY, MARCH 2, 2021 FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED VOTERS OF SAID CITY THE APPROVAL OR DISAPPROVAL OF ORDINANCE NO. 957(20), WHICH ORDINANCE GRANTS A NATURAL GAS UTILITY FRANCHISE TO ONE GAS, INC. ACTING BY AND THROUGH ITS OKLAHOMA NATURAL GAS COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF TWENTY-FIVE YEARS FOR A NATURAL GAS DISTRIBUTION SYSTEM WITHIN THE CITY OF MOORE.

**Councilman Blair moved to adopt Resolution No. 979(20), second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER AUTHORIZING THE PURCHASE OF ONE FORD POLICE INTERCEPTOR UTILITY VEHICLE IN THE AMOUNT OF \$42,259 FROM BOB MOORE FORD FROM THE UNITED STATES GENERAL SERVICES ADMINISTRATION ("GSA") CONTRACT NO. SW035 PURSUANT TO PART 7, SECTION 7-205(6).

Police Chief Todd Gibson requested authorization to purchase a budgeted Ford Police Interceptor Utility Vehicle to replace an unmarked detective vehicle.

**Councilwoman Hunt moved to authorize the purchase of one Ford Police Interceptor Utility Vehicle in the amount of \$42,259 from Bob Moore Ford from the United States General Services Administration (“GSA”) Contract No. SW035, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A VIRTUAL POLICE TRAINING SIMULATOR SYSTEM FROM APEX OFFICER, AS A SOLE SOURCE PROVIDER, IN THE AMOUNT OF \$62,500.

Police Chief Todd Gibson requested authorization for the budgeted purchase of a virtual reality police training simulator as an upgrade to the current police shooting simulator. He stated that they had originally budgeted an upgrade to the software for the current simulator; however, they found that technology had changed significantly. The virtual simulator was highly interactive and not only teaches shooting accountability but also exercises judgment, problem solving, and decision making skills. If approved, the Moore Police Department would be the only law enforcement agency within Oklahoma to have this type of system.

**Councilman Webb moved to authorize the budgeted purchase of a virtual police training simulator system from Apex Officer, as a sole source provider, in the amount of \$62,500, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER DECLARING A VIRTRA 180 POLICE SIMULATOR AS OBSOLETE AND AUTHORIZE THE EQUIPMENT TO BE SOLD TO THE CLEVELAND COUNTY SHERIFF'S OFFICE FOR \$30,000.

Police Chief Todd Gibson recommended declaring the current police simulator system as obsolete and authorize it to be sold to the Cleveland County Sheriff's Office for \$30,000. He indicated that the cost to upgrade the software would be \$57,000. Chief Gibson stated that because the officers know all of the scenarios that the system contains it would not have much training value. Chief Gibson stated that by selling the equipment it would offset the cost of the new virtual reality simulator.

**Councilman Williams moved to declare a VirTra 180 Police Simulator as obsolete and authorize the equipment to be sold to the Cleveland County Sheriff's Office for \$30,000, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF AN ADDENDUM TO THE DISPOSITION AND DEVELOPMENT AGREEMENT WITH THE CURVE APARTMENTS LP AND NHS MOORE CURVE, LLC.

Kahley Gilbert, Project-Grants Manager (Capital Planning & Resiliency), stated that The Curve Apartments LP requested a construction extension for completion of The Curve. The original construction completion date contained in the original agreement was December 31, 2020. The proposed addendum would extend the construction completion date on all buildings to July 31, 2021 and the construction completion date for the full project, including the park land and other public improvements, to October 31, 2021. Ms. Gilbert stated that several delays occurred due to the Coronavirus pandemic, manufacturer shut downs and delays, and a major windstorm that occurred in April 2020. She added that the City issued a stop work order on two of the three buildings in September 2020. One of the stop work orders was removed in October on one of the buildings. The City is waiting for updated fire alarm permits for a section of the other building. Ms. Gilbert stated that the various issues required a significant amount of time to remedy necessitating the proposed extension. She noted that the extension to the agreement was within the expenditure deadline for the CDBG-DR grant therefore staff recommended approval of the item.

Councilman Williams asked for the expenditure deadline. Ms. Gilbert stated that it was September 2022. Councilwoman McKenzie asked if the apartments were being leased. Ms. Gilbert stated that a trailer was located on site for questions on preleasing. She added that this information was available on the City's website.

**Councilman Williams moved to approve an Addendum to the Disposition and Development Agreement with The Curve Apartments LP and NHS Moore Curve, LLC, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 12 being:**

CONSIDER AWARDING RFP NO. 2021-004 "DISASTER DEBRIS MONITORING" TO DEBRISTECH, LLC AND APPROVE A CONTRACT IN AN AMOUNT NOT TO EXCEED \$500,000.

Jerry Ihler, Assistant City Manager, advised that the City experienced a major ice storm the week of October 26, 2020 which caused significant damage to trees. In an effort to begin cleanup as soon as possible the City utilized a contract with Silver Star Construction and authorized them to proceed with the cleanup process. Staff felt confident that the City would be eligible to receive FEMA reimbursement for the project. Mr. Ihler advised all FEMA Declarations require Debris Monitoring with procurement beginning within 30 days of the event. Request for Proposals were submitted to four firms with one response received from DebrisTech, LLC. FEMA requested that the City obtain a cost comparison since only one response was received. Hourly rates were compared with two other firms and staff found that the overall average hourly rate for four major positions was .50 cents less by DebrisTech. Mr. Ihler indicated that a FEMA Declaration was approved making the City eligible for FEMA reimbursement. He recommended awarding the RFP for debris monitoring to DebrisTech and approve the associated contract in the amount of \$500,000.

Councilman Williams asked what would be reimbursed through FEMA. Mr. Ihler stated that there was a cost package for the debris pickup with Silver Star Construction and a cost package for the debris monitoring with DebrisTech. There would be separate contracts with both services being eligible for FEMA

reimbursement. Councilman Williams asked if the City would receive 75% reimbursement of the total costs involved. Mr. Ihler indicated that 75% would be eligible for federal reimbursement with another 12.5% eligible for reimbursement by the State resulting in a possible 87.5% reimbursement.

**Councilwoman Hunt moved to award RFP No. 2021-004 “Disaster Debris Monitoring” to DebrisTech, LLC and approve a contract in an amount not to exceed \$500,000, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 13 being:**

CONSIDER AUTHORIZING THE PURCHASE OF A TRACKLESS BELLATORI ELECTRIC FAMILY TRAIN FROM TRUE AMERICAN CLASSICS, INC. IN THE AMOUNT OF \$49,750 AS THE LOWEST QUOTE.

Sue Wood, Parks and Recreation Director, stated that the proposed trackless electric train would be used at Central Park and would also be utilized for transportation between Central Park and the Old Town Park after it is developed.

Councilman Williams asked how often the train would be used and where it would be stored. Ms. Wood indicated that it would be used primarily for special events and staff was working on finding a location for storage of the train. Councilwoman McKenzie inquired about the anticipated delivery date and potential locations for storage. Ms. Wood anticipated delivery to occur around 4 months after the order is placed. Whitney Wathen, Interim Assistant Parks and Recreation Director, discussed the potential storage options. Mr. Wathen stated that they currently have a storage building that has one entry located at Central Park next to the Park Maintenance Building. This option would require each train car to be detached and stored.

**Councilman Williams moved to authorize the purchase of a trackless BellaTori Electric Family Train from True American Classics, Inc. in the amount of \$49,750 as the lowest quote, second by Councilman Webb. Motion carried by majority vote.**

Ayes: Blair, Hunt, Williams, Webb, Hamm  
Nays: McKenzie  
Absent: Lewis

**Agenda Item Number 14 being:**

CONSIDER APPROVAL OF A FY 20-21 BUDGET SUPPLEMENT TO BUDGET ADDITIONAL FUNDS AND RELATED EXPENSES IN THE GENERAL FUND AND SPECIAL REVENUE FUND.

Betty Koehn, Finance Director, stated that on November 16, 2020 the City Council approved a contract to provide dispatching services to Norman Regional Hospital/EMSSTAT. The proposed supplement would budget two additional dispatchers to handle the additional calls as well as revenue to cover the cost. Ms. Koehn advised that the budget amendment would also budget hotel/motel tax for the purchase of mowers for Park Maintenance and State seizure funds to be used by the Police Department to convert existing handguns to Glocks and to purchase rifles and related equipment. Ms. Koehn advised that the budget item for the Police Department was a companion item to Agenda Item No. 16.

**Councilwoman McKenzie moved to approve a FY 20-21 budget supplement to budget additional funds and related expenses in the General Fund and Special Revenue Fund, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 15 being:**

CONSIDER ORDINANCE NO. 958(20) AMENDING PART 10, OFFENSES AND CRIMES, CHAPTER 5, OFFENSES AGAINST THE PUBLIC, SECTION 10-517, PREVENTION OF YOUTH ACCESS TO TOBACCO; PROVIDING FOR REPEALER; AND PROVIDING FOR SEVERABILITY.

Brian Miller, Assistant City Attorney, stated that in May 2020 State law was changed to raise the age for individuals to possess and purchase tobacco or vapor products from 18 to 21. Ordinance No. 958(20) would change City Code to reflect the recent change in State law.

**Councilwoman Hunt moved to approve Ordinance No. 958(20) amending Part 10, Offenses and Crimes, Chapter 5, Offenses Against the Public, Section 10-517, Prevention of Youth Access to Tobacco; providing for repealer; and providing for severability, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 16 being:**

CONSIDER AUTHORIZING THE PURCHASE OF 100 "GLOCK 17 GEN 5 PISTOLS" AND 5 "GLOCK GEN 4 TRAINING PISTOLS" FROM GT DISTRIBUTORS, INC. OFF STATE CONTRACT NO. SW220-4479 IN THE AMOUNT OF \$45,170; AND AUTHORIZE STAFF TO SOLICIT BIDS FOR THE PURCHASE OF 15 "SIG 223 RIFLES" ALONG WITH ACCESSORIES FOR SAID FIREARMS.

Police Chief Todd Gibson stated that the Police Department currently has five types of handguns being used by the officers. The proposed change would allow for one type of handgun and one type of rifle along with one type of round for each to be purchased for each officer. Use of personally owned weapons would no longer be necessary.

Councilman Williams inquired about the difference between a Glock pistol and a Glock training pistol. Chief Gibson advised that the Glock training pistol has an automatic reset and dry firing.

**Councilman Williams moved to authorize the purchase of 100 "Glock 17 Gen 5 pistols" and 5 "Glock Gen 4 training pistols" from GT Distributors, Inc. off State Contract No. SW220-4479 in the amount of \$45,170; and authorize staff to solicit bids for the purchase of 15 "Sig 223 rifles" along with accessories for said firearms, second by Councilman Blair. Motion carried unanimously.**

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



**Addendum Item Number 16.1 being:**

CONSIDER APPROVING THE PURCHASE OF CARDIO EQUIPMENT FOR THE STATION IN THE AMOUNT OF \$278,948.16 THROUGH A LEASE AGREEMENT WITH F.I.T. LEASING AS A SOLE SOURCE PROVIDER.

Brooks Mitchell, City Manager, requested that the item be stricken from the agenda to allow an opportunity for staff to obtain sole source justification for the item. Mr. Mitchell indicated that the item would be brought back at a future date.

**Councilwoman Hunt moved to strike Addendum Item No. 16.1 from the agenda, second by Councilman Williams. Motion carried unanimously.**

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

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

**Agenda Item Number 17 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 7, 2020.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$1,169,172.24.

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

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

**Agenda Item Number 18 being:**

CONSIDER APPROVAL OF A PROPERTY AND CONTENTS INSURANCE POLICY THROUGH OMAG, AN EXCESS PROPERTY AND CONTENTS INSURANCE POLICY THROUGH HOMELAND INSURANCE COMPANY OF NEW YORK, EXCESS FLOOD INSURANCE THROUGH VOYAGER INDEMNITY INSURANCE COMPANY, AND PHYSICAL DAMAGE COVERAGE FOR THE CITY'S SANITATION TRUCKS AND MOBILE COMMAND CENTER THROUGH GREAT AMERICAN INSURANCE COMPANY WITH RUSSELL HOLLINGSWORTH OF DILLINGHAM INSURANCE AS AGENT IN THE AMOUNT OF \$468,624.36 AS THE TOTAL PREMIUM FOR ALL POLICIES.

Brian Miller, Risk Manager, stated that the agenda item was for renewal of various insurance policies with a total premium amount of \$468,624.36. Mr. Miller stated that the \$32,000 premium increase compared to last year was due to an increase in property values, the addition of a new sanitation truck and the addition of the Mobile Command Center to the policy. The Excess Flood Insurance decreased by \$6,000. Mr. Miller indicated that because we had no claims last year the City was entitled to a \$30,000 refund to

be received January 2022. He advised that Russell Hollingsworth with Dillingham Insurance was in attendance to answer any questions.

**Trustee McKenzie moved to approve a Property and Contents Insurance Policy through OMAG, an Excess Property and Contents Insurance Policy through Homeland Insurance Company of New York, Excess Flood Insurance through Voyager Indemnity Insurance Company, and Physical Damage Coverage for the City's sanitation trucks and Mobile Command Center through Great American Insurance Company with Russell Hollingsworth of Dillingham Insurance as agent in the amount of \$468,624.36 as the total premium for all policies, second by Trustee Hunt. Motion carried by majority vote.**

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

**Agenda Item Number 19 being:**

CONSIDER APPROVAL OF AN EXCESS PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY POLICY WITH HUDSON INSURANCE COMPANY IN THE AMOUNT OF \$39,330.00, A 26% RATE INCREASE OVER LAST YEAR, WITH GLENN HARRIS AND ASSOCIATES AS AGENT.

Brian Miller, Risk Manager, stated that the insurance premium for renewal of the City's Excess Public Officials and Employment Practices Liability policy was \$39,330 compared to last year's premium of \$31,000. Mr. Miller advised that the increase was due to market conditions. The previous company did not offer renewal of their policies due to the increased number of high dollar claims. He indicated that staff had difficulty locating a company who would provide the same coverage. Hudson Insurance Company will provide the same amount of coverage with an increase in premium. Mr. Miller advised that Glenn Harris with Glenn Harris and Associates was available to answer any questions.

**Trustee Hunt moved to approve an Excess Public Officials and Employment Practices Liability Policy with Hudson Insurance Company in the amount of \$39,330.00, a 26% rate increase over last year, with Glenn Harris and Associates as agent, second by Trustee Williams. Motion carried unanimously.**

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

**Agenda Item Number 20 being:**

CONSIDER APPROVAL OF OPTION 0231507 FROM MIDWEST EMPLOYERS CASUALTY COMPANY FOR THE CITY'S EXCESS WORKERS COMPENSATION INSURANCE POLICY WITH AN ANNUAL PREMIUM OF \$120,821 USING TOM BECKMAN WITH THE BECKMAN COMPANY AS AGENT.

Brian Miller, Risk Manager, stated that the City received four options for renewal of the City's Excess Workers Compensation Insurance policy. Staff recommended approval of Option 0231507 from Midwest Employers Casualty Company with an annual premium of \$120,821. Mr. Miller noted that the only change from last year's policy was an increase for the Fire and Police Retention from \$600,000 to \$750,000 resulting in a premium increase of \$2,000. This option included aggregate coverage for an additional \$5,000.

**Trustee McKenzie moved to approve Option 0231507 from Midwest Employers Casualty Company for the City's Excess Workers Compensation Insurance Policy with an annual premium of \$120,821 using Tom Beckman with The Beckman Company as agent, second by Trustee Williams. Motion carried unanimously.**

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT APPROXIMATELY 7:13 P.M.**

**Agenda Item Number 21 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 7, 2020.
- B) APPROVE PAYMENT OF A WORKERS' COMPENSATION SETTLEMENT IN THE AMOUNT OF \$13,405.00 FOR CBR CLAIM #2050000821 TO ERNEST LOCKETT AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$133,833.89.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH COUNCILMAN LOUIE WILLIAMS PRESIDING AT 7:14 P.M.**

**Agenda Item Number 22 being:**

ROLL CALL

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

**Agenda Item Number 23 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD NOVEMBER 16, 2020.

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

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

**Agenda Item Number 24 being:**

CONSIDER ADOPTION OF RESOLUTION NO. 18(20) AUTHORIZING EMPLOYMENT OF FINANCIAL ADVISOR, AUTHORITY COUNSEL AND BOND COUNSEL TO ASSIST IN PREPARATION OF FINANCING DOCUMENTS PERTAINING TO THE AUTHORITY'S \$4,000,000 SALES TAX REVENUE NOTE, SERIES 2021 (MUNICIPAL CAPITAL IMPROVEMENTS PROJECT); AUTHORIZING FINANCIAL ADVISOR TO OBTAIN BIDS FROM INTERESTED FINANCIAL INSTITUTIONS FOR SAID FINANCING; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

Brooks Mitchell, City Manager, stated that adoption of Resolution No. 18(20) would authorize the employment of a financial advisor, authority counsel, and bond counsel for preparation of documents pertaining to a \$4 million sales tax revenue note to front the cost of the debris cleanup from the ice storm that occurred in October 2020. He predicted interest rates on the loan to be below 2% based on recent closings. Mr. Mitchell felt the note would help the City's cash flow since it was estimated that it would take approximately six months to receive reimbursement from FEMA.

**Trustee Blair moved to adopt Resolution No. 18(20), second by Trustee McKenzie. Motion carried unanimously.**

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 7:16 P.M. WITH VICE-MAYOR MARK HAMM PRESIDING.**

**Agenda Item Number 25 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.

Councilwoman McKenzie asked for an update on the demolition of a house located at 2116 S. Briarcliff Drive which was condemned at the December 7, 2020 City Council Meeting. She stated that she had received several complaints regarding the state of the property. Elizabeth Weitman, Community Development Director, advised that the owner contacted the City and was not opposed to the house being demolished. The company hired to remove the structure must wait until there is dry weather otherwise the heavy equipment would sink into the ground. She noted that the property had been posted for no trespassing and uninhabitable conditions.

Councilwoman McKenzie commented that The Station now has on a high tech temperature check machine to screen people before entering the facility.

Councilwoman McKenzie requested that a police officer be posted at 19<sup>th</sup> and Telephone due to the large number of drivers running red lights there.

Councilwoman Hunt witnessed kids damaging the new Christmas tree located at Central Park. She asked if the Police Department could patrol the area or show more of a police presence as a deterrent.

Councilman Blair requested an update to the NE 2<sup>nd</sup> Street project. Jerry Ihler, Assistant City Manager, advised that the project started in early May 2020. Asphalt was removed and replaced with concrete on the streets between Broadway to Chestnut and additional parking was added along the north side of 2<sup>nd</sup> Street. Mr. Ihler advised that when they attempted to tie the storm drainage system into the box structure from Chestnut to the I-35 Service Road they found that the box forms installed in the 1960s was made with corrugated metal. The forms were never removed and over time have corroded and collapsed blocking flow of the drainage channel. Repair of the structure was done in sections to prevent residents from having to park their cars at the school and walk a block to their homes. He added that it took around three to four weeks for the concrete to cure sufficiently so that cars could drive over it. Mr. Ihler also mentioned delays caused from the weather and from the relocation of gas lines. Weather permitting he estimated completion of the project to be around late January or mid-February.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, announced the retirement of Public Works Director Richard Sandefur after 35 years with the City. Vice-Mayor Hamm presented Mr. Sandefur with a Letter of Appreciation from the Mayor and City Council and a plaque honoring him for his dedicated service. Mr. Sandefur stated that working for the City had been a blessing and expressed his appreciation to his friends and co-workers who helped him get through the difficult times in his life. He introduced his wife Patti Sandefur and two of his daughters who were in attendance at the meeting.

Mr. Mitchell stated that the Regional Transit Authority recently gave an update on the proposed commuter rail. They estimate a final analysis to be complete by June 2022. Mr. Mitchell advised that the Authority's planned to hold quarterly meetings. He stated that staff would attend the meetings and report back to the City Council.

He stated that the Moore Fire Department was able to provide gifts to 171 families or around 462 kids through Santa Express and the Moore Police Department served 271 kids through Shop with a Cop. Mr. Mitchell expressed appreciation for their efforts in assisting these families.

Mr. Mitchell advised that the City has pickup up 72,000 cubic yards of storm debris to date with a second pass through the City to begin soon.

**Agenda Item Number 26 being:**

EXECUTIVE SESSION:

- A) DISCUSS APPRAISAL AND POTENTIAL SALE OF CERTAIN REAL PROPERTY IN THE CITY OF MOORE AND AUTHORIZE STAFF TO PROCEED AS DIRECTED AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).
- B) CONVENE INTO EXECUTIVE SESSION

**Councilman Blair moved to convene into executive session, second by Councilman Williams. Motion carried unanimously.**

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

**The City Council convened into executive session at 7:32 p.m.**

C) RECONVENE FROM EXECUTIVE SESSION

Roll Call was not taken. Vice-Mayor Hamm noted that Councilmembers McKenzie, Blair, Hunt, Williams, and Webb were still present.

**The City Council reconvened from executive session at 7:53 p.m.**

D) ACTION.

- A) DISCUSS APPRAISAL AND POTENTIAL SALE OF CERTAIN REAL PROPERTY IN THE CITY OF MOORE AND AUTHORIZE STAFF TO PROCEED AS DIRECTED AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).

**Councilwoman McKenzie moved to authorize staff to proceed with an appraisal on certain real property in the City of Moore, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 27 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:54 p.m.**

TRANSCRIBED BY:

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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