

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
THE MOORE RISK MANAGEMENT BOARD
AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY
JULY 16, 2018 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on July 16, 2018 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, Stan Drake; City Attorney, Randy Brink; Administrative Assistant (Capital Planning & Resiliency), Kahley Gilbert; Community Development Director, Elizabeth Weitman; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Fire Chief, Gary Bird; Human Resources Director, Christine Jolly; Manager of Information Technology, David Thompson; Police Chief, Jerry Stillings; Police Sergeant, David Dickinson; Veolia Water Project Manager, Robert Pistole; and City Clerk, Linda Stewart.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JULY 2, 2018.
- B) APPROVE A CORRECTION OF PLAT CORRECTING THE ADDRESS FOR LOT 1B, BLOCK 1 OF THE PLAZA TERRACE ADDITION, SECTION 2, BEING LOCATED NORTH OF SW 19TH STREET AND WEST OF TELEPHONE ROAD.
- C) CONSIDER APPROVAL OF A ONE-YEAR CONTRACT EXTENSION WITH POE & ASSOCIATES, INC. FOR PROFESSIONAL ENGINEERING SERVICES.
- D) CONSIDER APPROVAL OF A ONE-YEAR CONTRACT EXTENSION WITH CEC CORPORATION FOR PROFESSIONAL ENGINEERING SERVICES.
- E) CONSIDER APPROVAL OF A ONE-YEAR CONTRACT EXTENSION WITH MESHEK & ASSOCIATES, PLC FOR PROFESSIONAL ENGINEERING SERVICES.
- F) CONSIDER APPROVAL OF A ONE-YEAR CONTRACT EXTENSION WITH CABBINESS ENGINEERING FOR PROFESSIONAL ENGINEERING SERVICES.
- G) CONSIDER APPROVAL OF A ONE-YEAR CONTRACT EXTENSION WITH DELOITTE & TOUCHE, LLP FOR INTERNAL AUDIT SERVICES.

- H) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$4,621,223.61.

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

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

Agenda Item Number 3 being:

CONSIDER APPROVAL OF A REVOCABLE PERMIT FOR 252 SE 26TH STREET TO ALLOW AN ABOVE-GROUND SWIMMING POOL TO BE LOCATED IN A PLATTED UTILITY EASEMENT. APPLICATION BY JIM WILKENS. WARD 1.

Elizabeth Weitman, Community Development Director, stated that the applicant, Jim Wilkens, applied for a building permit to install a 24' above-ground swimming pool. This application was denied due to an encroachment on a platted 50' rear utility easement. Ms. Weitman indicated that the easement ends at Mr. Wilkens rear patio line leaving very limited space in which to utilize his backyard. She stated that a possible solution would be the approval of a revocable permit. The pool would still sit within the 50' utility easement but would not directly impact any of the existing utilities. She noted that OG&E gave their permission for the pool to be located over an underground OG&E line. If approved, the permit would be filed in Cleveland County and would give the City and OG&E the right to have the pool removed if access to the easement became necessary. Ms. Weitman noted that the applicant was agreeable to the terms of the revocable permit.

Councilman Blair moved to approve a Revocable Permit for 252 SE 26th Street to allow an above-ground swimming pool to be located in a platted utility easement. Application by Jim Wilkens, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER NOMINATING AND APPOINTING CITY COUNCIL REPRESENTATIVES TO A BUILDING AND DEVELOPMENT ADVISORY COMMITTEE TO CONSIDER RECOMMENDATIONS FOR BUILDING AND DEVELOPMENT CODE UPDATES.

Elizabeth Weitman, Community Development Director, advised that Council Members Mark Hamm and Melissa Hunt served on the Building and Development Advisory Committee following the 2013 tornado to develop the wind resistant framing code. Ms. Weitman stated that the committee would be reviewing new technology to be considered as updates to the wind resistant framing code. Ms. Weitman stated that it was entirely up to the City Council to determine which of the council members would serve.

Councilman Blair moved to nominate Louie Williams and Melissa Hunt to serve as City Council representatives on the Building and Development Advisory Committee, second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER REZONING APPLICATION NO. RZ-974, LOCATED IN THE SW/4 OF SECTION 22, T10N, R3W, BEING NORTH OF SW 17TH STREET AND WEST OF TELEPHONE ROAD, TO AMEND THE EXISTING R-4/PLANNED UNIT DEVELOPMENT TO ALLOW FOR A MAXIMUM OF 3-STORY HEIGHT; AND APPROVE ORDINANCE NO. 884(18). APPLICATION BY BELMONT DEVELOPMENT COMPANY, LLC. (PLANNING COMMISSION WILL HEAR THE ITEM ON JULY 10, 2018). WARD 3.

Elizabeth Weitman, Community Development Director, stated that the subject site was located north of SW 17th and west of Telephone Road. The proposed rezoning was for one commercial lot at SW 17th and Max Morgan Blvd. in the far southwest corner of the redevelopment site. Ms. Weitman indicated that the property was rezoned to R-4 as a Planned Unit Development in 2016. The approved PUD provided for a maximum density of 28 units per acre with a variety of amenities and design considerations. The lot had a height restriction of two stories as a transitional buffer to the residential properties along the east side of Janeway However, at the time of the PUD development it was envisioned that the project would be three stories, transitioning into two stories, and finally transitioning into residential property. Since that time the approved developer provided a more detailed layout and economic pro-forma of the project. Ms. Weitman advised that in order realize their target of approximately 230 units they propose four-story apartments on the west side of the redevelopment site, which is allowed in the PUD.

Ms. Weitman stated that the likely buildout scenario for the lot being discussed was a mixed use lot with small live-work units. In order to meet the target 230 units they would need to have a third-story on the lot. The application was found to be in compliance with the Redevelopment Master Plan. The PUD amendment request was being made after investigating various options to meet the site redesign requirements. She advised that the applicant felt that in order to create a viable mixed use project, a live-work environment would be essential, which would require additional residential units. Ms. Weitman indicated that staff felt the PUD Amendment Request preserved the transitioning technique originally envisioned by having 4-stories on the west side stepping down into a 3-story on the east side. Therefore, staff recommended approval of the item.

She noted that the elevations were received for the proposed project and would be convening the Design Review Committee sometime in early August to review them for approvals.

Councilwoman Hunt asked if the Planning Commission heard the item at their July 10, 2018 meeting. Ms. Weitman indicated that the item was heard and was approved unanimously with a vote of 8-0. She added that there were no citizens present at the Planning Commission to speak on the item.

Councilman Williams moved to approve Rezoning Application No. RZ-974, located in the SW/4 of Section 22, T10N, R3W, being north of SW 17th Street and west of Telephone Road, to amend the existing R-4/Planned Unit Development to allow for a maximum of 3-story height; and approve Ordinance No. 884(18), second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 6 being:

DISCUSS AND CONSIDER CHANGING THE STREET NAME OF JANEWAY AVENUE WEST OF THE JANEWAY CREEK FROM SW 17TH STREET TO SW 10TH STREET TO DREESSEN DRIVE. APPLICATION BY THE CITY OF MOORE. (PLANNING COMMISSION WILL HEAR THE ITEM ON JULY 10, 2018). WARD 3.

Elizabeth Weitman, Community Development Director, stated that Janeway Avenue was originally designed as a boulevard, but was never constructed that way. Ms. Weitman advised that Janeway contained two legs with two-way traffic on each leg creating a lot of confusion. She added that it was brought to her attention that the issue would also create addressing problems by creating duplicate addresses with the development of the park and the redevelopment site. Ms. Weitman suggested renaming Janeway from west of Janeway Creek from SW 17th to SW 10th as Dreessen Drive. The name was chosen due to its historical roots going back to the owner of the original site. She advised that if the City Council voted to change the street name it would affect seven property owners who are addressed from S. Janeway, north of the redevelopment site. She acknowledged it would be an inconvenience to those homeowners, and although the City does not typically rename a street, sometimes it becomes unavoidable. The City would be responsible for changing the street name in both the City and County records and notifying the United States Postal Service; however, it would be the homeowner's responsibility to notify their creditors and utility companies of the change. Ms. Weitman indicated that no citizens appeared at the Planning Commission meeting to speak on the item which was approved 8-0.

Councilwoman McKenzie asked if the affected residents were notified of the proposal to change the street name. Ms. Weitman indicated that each of the seven property owners received notification approximately 20 days prior to the Planning Commission Meeting.

Councilman Hamm moved to approve changing the street name of Janeway Avenue west of the Janeway Creek from SW 17th Street to SW 10th Street to Dreessen Drive, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER ORDINANCE NO. 885(18) ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF MOORE; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

Randy Brink, City Attorney, advised that Agenda Items No. 7, 8 and 9 were companion items. Ordinance No. 885(18) would adopt the new City Code after its recodification which would include all of the amendments approved since the last recodification and any ordinances that were required to be changed under State law.

Resolutions No. 903(18) and 904(18) would place a copy of the new Code in the Law Library in Cleveland County as required under State law.

Councilman Blair moved to approve Ordinance No. 885(18), second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER ADOPTING RESOLUTION NO. 903(18) DIRECTING THE FILING AND NOTIFICATION OF THE PUBLICATION OF THE CODE OF MOORE, OKLAHOMA.

Councilman Blair moved to adopt Resolution No. 903(18), second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER ADOPTING RESOLUTION NO. 904(18) DIRECTING THE FILING AND NOTIFICATION OF THE PUBLICATION OF THE MOORE LAND DEVELOPMENT CODE.

Councilman Blair moved to adopt Resolution No. 904(18), second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF ANIMAL ADOPTION COORDINATOR AND APPROVE PLACEMENT IN PAY GRADE 106 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2016).

Christine Jolly, Human Resources Director, stated that prior to the Classification and Compensation Study and its implementation on July 1, 2016, the City did have an Animal Adoption Coordinator job description; however, the position was vacant at the time and did not get transferred. The position was discussed during the budget process and was included in the FY 18-19 budget. Ms. Jolly requested approval of the job description and its placement in Pay Grade 106 of the City's salary table. Ms. Jolly advised that Step 1 of Pay Grade 106 had a starting pay of \$31,830.00.

Councilman Williams moved to approve a new job description for the position of Animal Adoption Coordinator and approve placement in pay grade 106 of the City's salary table approved by City Council on June 20, 2016 (effective July 1, 2016), second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 11 being:

CONSIDER APPROVAL OF A BUDGET SUPPLEMENT FOR FY 17-18 TO BUDGET INCREASED PARKS DEPARTMENT REVENUES AND RELATED EXPENSES; AND APPROVE A TRANSFER FROM THE GENERAL FUND TO THE MEDA FUND.

Betty Koehn, Finance Director, stated that Budget Amendment 18-17 would budget increased revenue received from the Park Department in concession and park pass sales and other related expenses. The budget supplement would also allow for the transfer of funds from the General Fund to MEDA to close out operating expenses related to economic development that have accumulated over the past several years. Ms. Koehn noted that for FY 18-19 operating expenses have been budgeted in the Managerial Department of the General Fund.

Councilman Blair moved to approve a budget supplement for FY 17-18 to budget increased Parks Department revenues and related expenses; and approve a transfer from the General Fund to the MEDA Fund, second by Councilman Williams. 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 6:56 P.M.

Agenda Item Number 12 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JULY 2, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$1,224,058.33.

Trustee Hunt to approve the consent docket in its entirety, second by Trustee Blair. 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 6:56 P.M.

Agenda Item Number 13 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JULY 2, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$204,492.10.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH VICE-CHAIRMAN LOUIE WILLIAMS PRESIDING AT 6:57 P.M.

Agenda Item Number 14 being:

ROLL CALL

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

Agenda Item Number 15 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JUNE 18, 2018.

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

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

Agenda Item Number 16 being:

CONSIDER A BUDGET SUPPLEMENT FOR FY 17-18 TO BUDGET PROCEEDS FROM THE 2017 SALES TAX NOTE AND RELATED EXPENSES; AND FUNDS FROM CITIZEN PROCEEDS ON THE POLE ROAD PROJECT.

Betty Koehn, Finance Director, stated that Budget Amendment 18-18 would budget the proceeds received from the 2017 Sales Tax Note and related expenses for issuance and construction costs. It would also budget funds received from a citizen who partnered with the City on the Pole Road Project and any related expenses. Ms. Koehn noted that the City Council approved the partnership on June 20, 2016.

Trustee McKenzie moved to approve a budget supplement for FY 17-18 to budget proceeds from the 2017 Sales Tax Note and related expenses; and funds from citizen proceeds on the Pole Road project, second by Trustee Hunt. Motion carried by unanimously.

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:59 P.M.

Agenda Item Number 17 being:

NEW BUSINESS:

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

Brandon Bagwell, 612 NW 18th, commented on what he believed to be disproportionate growth when compared to the south part of the City. Mr. Bagwell advised that in the past five years a large number of commercial developments were located in the Fritts Farm area; however, the north part of Moore did not see nearly as much growth. Property values in the area where he lives, in addition to inflation, no longer account for the appreciation of the properties. He felt there was a massive conversion of the number of homes being turned into rental properties. Mr. Bagwell stated that he was bringing the information to the City Council as a concerned citizen. He suggested the City offer a moratorium on commercial development south of SE 4th Street. Mayor Lewis did not feel that the City should put a moratorium on commercial developments which would prevent growth. He also felt it was unfair to prevent property owners from using their properties in whatever way was legally available to them. Councilwoman Hunt assured residents on the north side of the City that they had not been forgotten. She commented that some businesses simply prefer to locate in a specific area. She felt that the City could concentrate their efforts more on soliciting development on the north side of town. Councilman Hamm commented that the Council would love business to come to the north area of the City; however, the City was grateful for any development coming to Moore. He indicated that he had encouraged businesses to maintain their properties in order to increase appeal for the area. Mr. Bagwell asked if Moore was being promoted as a whole as a place to do business and commerce, and not necessarily specific regions or wards. Councilman Hamm commented that although the City was divided up into wards, the council members wanted what was best for the City overall. Development occurring on 19th was good as long as it could be managed because it brought revenue to the City which was divided among each ward for residential street repairs. Councilwoman Hunt stated that Deidre Ebrey, Economic Development Director, promoted the entire City not just an area of the City. Councilwoman McKenzie thanked Mr. Bagwell for attending the meeting and voicing his concerns. She felt it was an issue the Council could discuss in more detail because there was always room for improvement. Mr. Bagwell offered to be a part of those discussions if he could be of any assistance.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, thanked the City Attorney Randy Brink and the City Clerk Linda Stewart for their hard work on the recodification.

Agenda Item Number 18 being:

ADJOURNMENT

Councilman Hamm 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 the Moore Risk Management meetings were adjourned at 7:06 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ADAM WEBB, MPWA Secretary

FOR:

MARK HAMM, MEDA Secretary

These minutes passed and approved as noted this ____ day of _____, 2018.

ATTEST:

LINDA STEWART, City Clerk