

**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 20, 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 July 20, 2020 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: Blair, Hunt, Williams, Webb, Hamm, Lewis  
ABSENT: McKenzie

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; Economic Development Director, 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 and Recreation Director, Sue Wood; Police Chief Todd Gibson; Police Sergeant Becky Miller; Project-Grants Manager (Capital Planning & Resiliency), Kahley Gilbert; 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 JULY 6, 2020.
- B) APPROVE THE REAPPOINTMENT OF JANIE MILUM AND KELLEY MATTOCKS TO THE PARKS BOARD FOR THREE-YEAR TERMS EFFECTIVE JULY 2020 TO JUNE 2023.
- C) APPROVE A MEMORANDUM AGREEMENT FOR FY 2021 WITH THE OKLAHOMA WATER RESOURCES BOARD AND THE U.S. GEOLOGICAL SURVEY FOR STREAM GAUGING.
- D) ACCEPT A 5' TEMPORARY CONSTRUCTION EASEMENT FROM JAMES A. REYNOLDS LOCATED ON LOT 21, BLOCK 65, OF THE SOUTHGATE ADDITION, ALSO KNOWN AS 813 N. GALE.
- E) ACCEPT A 10' TEMPORARY CONSTRUCTION EASEMENT AND A 15' PERMANENT DRAINAGE EASEMENT FROM CAROLE ANN RAINS LOCATED ON LOT 15, BLOCK 66 OF THE SOUTHGATE ADDITION, ALSO KNOWN AS 905 N. GALE.

- F) ACCEPT A 10' TEMPORARY CONSTRUCTION EASEMENT AND A 19' PERMANENT UTILITY EASEMENT FROM LAVONNA SPEIGEL LOCATED ON LOT 5, BLOCK 66 OF THE SOUTHGATE ADDITION, ALSO KNOWN AS 1105 N. GALE.
- G) ACCEPT PUBLIC WATER, SEWER, PAVING AND DRAINAGE IMPROVEMENTS TO SERVE THE EDGEWATER ADDITION, SECTION 2, BEING SOUTH OF SE 19TH STREET AND WEST OF SUNNYLANE ROAD. APPLICATION BY R & R LAND DEVELOPMENT/ROCKY CLARK.
- H) APPROVE A JOB DESCRIPTION FOR THE POSITION OF PUBLIC AFFAIRS DIRECTOR AND APPROVE PLACEMENT IN PAY GRADE 123 OF THE CITY'S SALARY TABLE.
- I) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2019-2020 IN THE AMOUNT OF \$2,006,894.98 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$8,514.85.

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

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

**Agenda Item Number 3 being:**

RECEIVE A PRESENTATION FROM GARVER ENGINEERING REGARDING THE EASTERN AVENUE STREET PROJECT.

Jerry Ihler, Assistant City Manager, stated that in 2018 the citizens approved a General Obligation Bond which included the Eastern Avenue street project. Mr. Ihler indicated that Ron Petrie, Senior Project Manager, and Brent Thomas, Landscape Architect, with Garver Engineering would give a virtual presentation regarding the project.

Mr. Petrie stated that the project would start on Eastern Avenue at NE 12<sup>th</sup> Street and would run approximately two miles south to SE 19<sup>th</sup> Street. He advised that the project objectives included:

- Paving and reconstruction of certain areas along the corridor.
- Increased capacities within the intersections.
- Improved pedestrian infrastructure with implementation of a 10' multi-use trail and a 6' wide sidewalk.
- Provided drainage improvements where needed.
- Provided streetscaping and landscaping options.

Mr. Petrie advised that Garver prepared a preliminary engineering report that contained a Traffic Study with existing and future conditions, a Safety Analysis, Roadway Conditions Analysis, Drainage Analysis, Pedestrian Facilities Analysis, and Landscaping and Streetscaping options. He indicated that four years of crash data was looked at when performing a Safety Analysis. He indicated that there were zero fatalities along the corridor; however, six of the crashes involved pedestrians. The corridor appeared to be 45% above the Statewide Overall crash rate and 200% above the Statewide Injury rate. He stated that this information could be used to obtain state and federal funding for improvements. A Roadway Conditions Analysis indicated areas that required full reconstruction and areas that needed panel repair or were in fair to good shape. Mr. Petrie advised that they performed a Drainage Analysis to identify areas which required improvement. A Pedestrian Facilities Analysis was also performed that identified gaps in sidewalks and areas which required ADA improvements.

Mr. Petrie turned the meeting over to Brent Thomas, Landscape Architect, with Garver Engineering. Mr. Thomas provided some design concepts that could be used throughout the corridor to improve the visual appearance and promote Moore. Items included signage, specialized pavements at intersections, and trees where utilities would permit.

Mr. Petrie advised that Phase I construction recommendations would include the following items at an estimated total cost of \$3,908,000.

- Pavement reconstruction and concrete panel replacements
- Continuous 10' side concrete trail and 5' sidewalk gaps
- Landscaping/hardscaping improvements
- Right-of-way acquisition

Funding recommendations for short-term improvements included in Phase I of the project would be to combine the north Eastern Avenue improvements between NE 12<sup>th</sup> and NE 9<sup>th</sup> Street, to the NE 12<sup>th</sup> Street project and apply for 2022 ACOG STBGOUZA funding at an estimated construction cost of \$1,176,000. Bond proceeds could be used to pay for the remainder of the improvements estimated to cost \$2,732,000. Jerry Ihler, Assistant City Manager, indicated that the City had submitted an application to ACOG for federal funding on both the NE 12<sup>th</sup> Street project and the Eastern Avenue project. Mr. Ihler advised that the City didn't score high enough on the Eastern Avenue project for Phase I. However, the NE 12<sup>th</sup> Street was rated as the top project for FFY 2022. He indicated that ACOG would allow projects to be revised and resubmitted. Staff decided to include the intersection of NE 12<sup>th</sup> and Eastern into the 12<sup>th</sup> Street project, and incorporate accident reports with injuries that occurred at the intersection, in an effort to increase the rating. If successful the City could receive 80% in federal funds for the project. Mr. Ihler added that submittals were due in September for FFY 2022 and 2023.

Mr. Petrie stated that Phase 2 construction recommendations would include the following items at an estimated total cost of \$2,183,000:

- Widening Main Street to SE 4<sup>th</sup>
- ADA improvements/pedestrian signals
- Continuous 10' concrete trail and 5' sidewalk gaps
- Landscaping/hardscaping improvements
- SE 19<sup>th</sup> intersection improvements

Mr. Thomas indicated that additional trees would be provided throughout the corridor where possible. Wayfinding signage would be added at the intersections. He stated that the area of Main and Eastern could include brick pavers, bollards, and a civic monument using Moore High School colors.

Mr. Petrie related that funding recommendations for Phase 2 included applying for 2023 ACOG STBG-UZA funding. He suggested adding the SE 4<sup>th</sup> Street and Main Street intersection improvements to the application which would add an additional \$1 million to \$1.5 million to the project making the total project costs for Phase 2 to be between \$3.1 million to \$3.6 million.

Councilman Williams asked if Council would have an opportunity to review some drawings of the project. Mr. Ihler indicated that they would have renderings available once the design phase of the project had been reached.

Council thanked Mr. Petrie and Mr. Thomas for their presentation.

No action was taken on the item.

**Agenda Item Number 4 being:**

RECEIVE A PRESENTATION FROM THE PARKS AND RECREATION DEPARTMENT REGARDING PROPOSED COMPOSTING FACILITY.

Brooks Mitchell, City Manager, introduced Whitney Wathen, Parks and Community Center Coordinator, who would be giving a presentation regarding a proposed composting facility.

Mr. Wathen stated that he was working on a program to take citizens' yard waste and turn it into usable compost. He stated that compostable items would typically include food waste, yard trimmings such as grass, leaves, tree limbs, and most paper items. However, the City's Class 1 Composting Facility Permit would only allow for the collection of yard waste. Mr. Wathen explained that windrow composting was the most effective and efficient way to produce compost. Waste would be placed into long rows 4' tall, 10' wide and 40' long. Water would be added and the waste turned by machinery. The goal of the program would be to decrease the amount of yard waste taken to the landfill each year, to educate citizens on the importance of being ecofriendly, and to encourage recycling. Mr. Wathen advised that last year sanitation hauled approximately 376 bags of yard waste each day to the landfill. He stated that there were two possible locations for the composting facility. One was located in the northeast corner of Buck Thomas Park and the other was just south of the old Wastewater Treatment Plant. He noted that in order to fully utilize the second site some structures might need to be removed. Both sites would require a perimeter fence, the soil graded and covered with at least 8" of crush, and a 6" waterline installed. Mr. Wathen indicated that a permit through DEQ must be obtained. A requirement of the permit was the implementation of guidelines and procedures for operation of the facility. He advised that one supervisor and one employee would operate the facility and take the required readings and inspections which would be made available to the DEQ upon inspection.

Mr. Wathen ended his presentation by giving estimated startup costs for site preparation, salaries, equipment, fencing, and miscellaneous supplies. Cost savings in landfill fees and for mulch were factored in along some small revenue items for an estimated total cost of \$415,528. Mr. Wathen advised that funds for the project were not included in the budget.

Councilman Williams asked where the \$1,500 and the \$3,000 revenue items came from. Mr. Wathen indicated that residents who register for the program can receive free compost. There would be a fee for non-residents or residents who do not register for the program. He added that there would also be a small fee to load the compost. Councilman Webb asked if there was a potential to outgrow the site. Mr. Wathen stated that it was difficult to determine participation level at this point but he felt it was possible that they could outgrow the space. He stated that staff would recommend limiting the collection of material. Councilman Hamm asked if there was odor associated with the making of compost. Mr. Wathen advised that there would typically be an organic smell but most of the bad odors would come from food waste which the facility would not receive. Councilman Webb stated that lots of citizens had expressed in interest in a composting facility and appreciated the presentation from Mr. Wathen. Councilman Williams asked about possible funding methods for the project. Mr. Mitchell suggested that the City wait a few months to determine future sales and use tax before revisiting the issue to determine a funding source or discuss inclusion in next year's budget.

No action was taken on the item.

**Agenda Item Number 5 being:**

DISCUSS A REQUIREMENT TO MAKE WEARING MASKS MANDATORY FOR RESTAURANT AND BAR EMPLOYEES.

Mayor Lewis advised that he had asked that the item be placed on the agenda for discussion. He indicated that a survey was taken with local restaurants and found that most businesses were already requiring their employees to wear masks; therefore, further discussion on the item was deemed unnecessary.

**Agenda Item Number 6 being:**

CONSIDER APPROVAL OF A REVOCABLE PERMIT AT 809 NE 21<sup>ST</sup> STREET FOR AN ACCESSORY BUILDING LOCATED WITHIN A 30' UTILITY EASEMENT. APPLICATION BY STEVE CHANDLER.

Elizabeth Weitman, Community Development Director, stated that the applicant, Steve Chandler, was requesting approval of a Revocable Permit for the 8' encroachment of a small accessory building into a rear yard utility easement. Ms. Weitman advised that the easement was 30' wide and contained three utilities. She mentioned that it was unknown why the easement was so large and noted that if the application was forced to comply with such a large easement their yard would be severely reduced. Ms. Weitman advised that AT&T and OG&E notified the City that they were okay with the encroachment. She stated that there was a City sewer line in the easement; however, the encroachment would not impact the sewer line at all. Ms. Weitman stated that the Revocable Permit would be filed in Cleveland County and, should the City require access to the easement, the homeowner would be required to remove the structure at their expense.

**Councilman Webb moved to approve a Revocable Permit at 809 NE 21<sup>st</sup> Street for an accessory building located within a 30' utility easement, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF FIVE (5) FORD POLICE INTERCEPTOR UTILITY VEHICLES FROM BOB MOORE FORD USING STATE CONTRACT NO. SW35 IN THE TOTAL AMOUNT OF \$187,880.

Police Chief Todd Gibson stated that the budgeted purchase of five police vehicles was part of routine fleet maintenance and would be used to replace vehicles 12 to 15 years old that have reached their service life.

**Councilman Blair moved to authorize the budgeted purchase of five (5) Ford Police Interceptor utility vehicles from Bob Moore Ford using State Contract No. SW35 in the total amount of \$187,880, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF ONE (1) FORD POLICE INTERCEPTOR UTILITY VEHICLE FROM BOB MOORE FORD USING STATE CONTRACT NO. SW35 IN THE AMOUNT OF \$37,756 (65% OF THE COST WILL BE REIMBURSED BY MOORE PUBLIC SCHOOLS).

Police Chief Todd Gibson indicated that the proposed purchase was also part of routine fleet maintenance; however, this vehicle would be used in the annual School Resource Officer Program. The contract with the Moore Public Schools states that they would reimburse the City for 65% of the cost of the vehicle. He stated that, because the item would be invoiced separately, it was placed on the agenda as a separate item.

**Councilman Ham moved to authorize the budgeted purchase of one (1) Ford police interceptor utility vehicle from Bob Moore Ford using State Contract No. SW35 in the amount of \$37,756 (65% of the cost will be reimbursed by Moore Public Schools), second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER RESOLUTION NO. 960(20) ADOPTING THE 2020-2024 FIVE-YEAR CONSOLIDATED PLAN, INCLUDING THE 2020-2021 PROGRAM YEAR ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AND AUTHORIZING THE MAYOR TO SUBMIT THE PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

Kahley Gilbert, Project-Grants Manager for Capital Planning & Resiliency, advised that the Consolidated Plan was updated every five years as a requirement for federal funding. Citizen input was gathered by online survey to gather comments regarding community needs, what residents would like to see, and what areas they would like focused on. Staff also contacted 36 public service agencies and received input back from 14 agencies. Ms. Gilbert indicated that priority areas were improving non-profit facilities and providing community services, and improving City facilities and providing public services. Ms. Gilbert indicated that another five year requirement was the completion of an Analysis of Impediments to Fair Housing. Ms. Gilbert indicated that RKG and Associates, who performed the last analysis, recommended shifting the focus to older neighborhoods to remedy blighted areas before major issues develop. Staff recommended the establishment of a Housing Rehabilitation Program during the next two to three years. Ms. Gilbert indicated that she typically received two to three calls per week from individuals requesting assistance with small rehabilitation projects. Those calls are currently referred to Serve Moore. She stated that the Plan also included the 2020-2021 Program Year Action Plan due to begin in October 2020. Ms. Gilbert advised that the total allocation amount of \$340,784 would be divided as follows:

<b>FUNDING ALLOCATIONS</b>	
Administration	\$62,656.80
Metro Fair Housing	5,500.00
Aging Services	15,000.00
Bethesda	10,117.00
Moore Youth and Family (First Time Offender Program)	8,000.00
Moore Youth and Family (School Based Program)	8,000.00
Mary Abbott Children's House	10,000.00
Kelley Creek Sewer Line (50% funded from 2019 funds)	221,510.20
TOTAL	\$340,784.00

**Councilman Williams moved to adopt Resolution No. 960(20) adopting the 2020-2024 Five-Year Consolidated Plan, including the 2020-2021 program year Action Plan for the Community Development Block Grant program, and authorizing the Mayor to submit the plan to the U.S. Department of Housing and Urban Development, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER APPROVAL OF A PROFESSIONAL SERVICES CONTRACT WITH DOTMAN GRAPHIC DESIGN, INC. FOR WEBSITE DEVELOPMENT AND MAINTENANCE, WAIVING COMPETITIVE BIDDING PURSUANT TO PART 7, CHAPTER 2, SECTION 7-205(7).

Deidre Ebrey, Economic Development Director, requested approval of a contract with Dotman Graphic Design for development, management, and hosting services for the City's webpage.

Councilman Williams asked who currently serviced the website. Ms. Ebrey indicated that the City contracted with Staplegun for this service since 2018.

**Councilman Webb moved to approve a professional services contract with Dotman Graphic Design, Inc. for website development and maintenance, waiving competitive bidding pursuant to Part 7, Chapter 2, Section 7-205(7), second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF A PROFESSIONAL SERVICES CONTRACT WITH TRIFECTA COMMUNICATIONS FOR MONTHLY VIDEO PRODUCTION, WAIVING COMPETITIVE BIDDING PURSUANT TO PART 7, CHAPTER 2, SECTION 7-205(7).

Deidre Ebrey, Economic Development Director, stated that the City had worked with Trifecta Communications since approximately 2004 for monthly video production services. Ms. Ebrey advised that the terms of the contract would remain the same as the past two years.

**Councilman Blair moved to approve a professional services contract with Trifecta Communications for monthly video production, waiving competitive bidding pursuant to Part 7, Chapter 2, Section 7-205(7), second by Councilman Hamm. Motion carried unanimously.**

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

**Agenda Item Number 12 being:**

CONSIDER RENEWAL OF AN AGREEMENT WITH SIGNAL SYSTEM MANAGEMENT, INC. IN THE AMOUNT OF \$17,520 TO MAINTAIN COMMUNICATIONS AND MONITOR TRAFFIC SIGNAL OPERATIONS AT VARIOUS INTERSECTIONS WITHIN THE CITY.

Richard Sandefur, Public Works Director, stated that Signal System Management, Inc. (“SSM”) monitored the traffic signals along the 19<sup>th</sup> Street corridor from Broadway to Fritts Blvd. and made any necessary adjustments to the system on-line.

**Councilman Blair moved to approve an agreement with Signal System Management, Inc. in the amount of \$17,520 to maintain communications and monitor traffic signal operations at various intersections within the City, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 13 being:**

CONSIDER ACCEPTANCE OF A QUOTE FROM SUPERIOR FENCE IN THE AMOUNT OF \$36,640 FOR THE BUDGETED INSTALLATION OF GATES AND ORNAMENTAL FENCING AROUND THE PARKING LOT AT FIRE STATION NO. 2.

Fire Chief Greg Herbster requested acceptance of a quote from Superior Fence for the installation of gates and fencing to secure the backside of Fire Station No. 2. Chief Herbster stated that this was a budgeted item.

**Councilwoman Hunt moved to accept a quote from Superior Fence in the amount of \$36,640 for the budgeted installation of gates and ornamental fencing around the parking lot at Fire Station No. 2, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 14 being:**

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A VICE-MAYOR.

**Councilman Blair moved to appoint Mark Hamm to serve as Vice-Mayor, second by Councilwoman Hunt. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT APPROXIMATELY 7:19 P.M.**



**Agenda Item Number 15 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JULY 6, 2020.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2019-2020 IN THE AMOUNT OF \$160,157.86 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$415,764.74.

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

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

**Agenda Item Number 16 being:**

CONSIDER AWARDDING BID NO. 2000-02 "PURCHASE OF ONE HIGH COMPACTION 32 CUBIC YARD AUTOMATED SIDE LOADER PACKER BODY" TO BRIDGEPORT MANUFACTURING IN THE AMOUNT OF \$160,530 AS THE LOWEST AND BEST BIDDER; AND APPROVE CONTRACT FOR SAME.

Richard Sandefur, Public Works Director, advised that the proposed bid award to Bridgeport Manufacturing was for a packer body that would be installed on the chassis of a sanitation route truck that was approved in April 2020.

**Trustee Blair moved to award Bid No. 2000-02 "Purchase of One High Compaction 32 Cubic Yard Automated Side Loader Packer Body" to Bridgeport Manufacturing in the amount of \$160,530 as the lowest and best bidder; and approve contract for same, second by Trustee Williams. Motion carried unanimously.**

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

**Agenda Item Number 17 being:**

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A VICE-CHAIR OF THE TRUST.

**Trustee Williams moved to appoint Adam Webb as Vice-Chair of the Trust, second by Trustee Blair. Motion carried unanimously.**

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

**Agenda Item Number 18 being:**

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A SECRETARY OF THE TRUST.

**Trustee Blair moved to appoint Melissa Hunt as Secretary of the Trust, second by Trustee Webb. Motion carried unanimously.**

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT APPROXIMATELY 7:22 P.M.**

**Agenda Item Number 19 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JULY 6, 2020.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2019-2020 IN THE AMOUNT OF \$430,342.35.

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

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

**Agenda Item Number 20 being:**

CONSIDER APPROVAL OF A FY 19-20 BUDGET SUPPLEMENT TO BUDGET ADDITIONAL FUNDS AND RELATED EXPENSES FOR RISK MANAGEMENT.

Betty Koehn, Finance Director, advised that the proposed budget supplement would use additional revenues to fund health care expenses for the year.

**Trustee Webb moved to approve a FY 19-20 budget supplement to budget additional funds and related expenses for Risk Management, second by Trustee Williams. Motion carried unanimously.**

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

**Agenda Item Number 21 being:**

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A VICE-CHAIR OF THE MOORE RISK MANAGEMENT BOARD.

**Trustee Webb moved to appoint Melissa Hunt as Vice-Chair of the Moore Risk Management Board, second by Trustee Williams. Motion carried unanimously.**

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

**Agenda Item Number 22 being:**

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A SECRETARY OF THE MOORE RISK MANAGEMENT BOARD.

**Trustee Webb moved to appoint Danielle McKenzie as Secretary of the Moore Risk Management Board, second by Trustee Blair. Motion carried unanimously.**

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH COUNCILMAN LOUIE WILLIAMS PRESIDING AT 7:26 P.M.**

**Agenda Item Number 23 being:**

ROLL CALL

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

**Agenda Item Number 24 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JUNE 15, 2020.

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

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

**Agenda Item Number 25 being:**

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A CHAIR OF THE MOORE ECONOMIC DEVELOPMENT AUTHORITY.

**Trustee Lewis moved to appoint Louie Williams as Chair of the Moore Economic Development Authority, second by Trustee Webb. Motion carried unanimously.**

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

**Agenda Item Number 26 being:**

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A VICE-CHAIR OF THE MOORE ECONOMIC DEVELOPMENT AUTHORITY.

**Trustee Hunt moved to appoint Jason Blair as Vice-Chair of the Moore Economic Development Authority, second by Trustee Webb. Motion carried unanimously.**

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

**Agenda Item Number 27 being:**

CONSIDER AND IF DEEMED APPROPRIATE ACCEPT NOMINATIONS AND ELECT A SECRETARY OF THE AUTHORITY.

**Trustee Hamm moved to appoint Adam Webb as Secretary of the Moore Economic Development Authority, second by Trustee Blair. Motion carried unanimously.**

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING.**

**Agenda Item Number 28 being:**

NEW BUSINESS:

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

Cody Clark, 2213 NE 15<sup>th</sup>, stated that he lived in the Lost Creek Addition and wished to address the City Council regarding a resident who appeared to be operating an automotive repair business out of his home. Mr. Clark expressed concern over the increased traffic, the delivery trucks, and speeding that occurred in the residential area. Mr. Clark indicated that several residents were in attendance at the meeting to comment on the problem. Councilwoman Hunt advised that she visited the area on three different occasions and at different times of the day and notice cars parked along the drive and that there were no sidewalks in the area. Mr. Clark expressed safety concerns for children in the neighborhood since the vehicles potentially blocked the view of children riding on their bicycles. He also stated that they were concerned with the stormwater run-off that goes into the creek which might contain oil. Mr. Clark indicated that he had been working with Code Enforcement for the past two months and had not received assistance. Randy Brink, City Attorney, stated that he met with Mr. Clark who provided him with evidence that he felt would be adequate to file zoning violation charges on the resident. Mr. Brink advised that he was working on obtaining witness information and researching the subject further. He noted that because the trial docket was full for September it was possible the case would not be heard before October or November. Councilman Webb asked if the property owner had been contacted. Mr. Clark stated that he had contacted the property owner who gave him a business card. He stated that "at that point it is going to be way out of control." He "doesn't have a problem trying to collect all of this. I am a school teacher and a coach here for Moore. I have a job to do as well. So, I don't mind collecting all of this information,

but I will tell you the frustration level that is in the neighborhood will not wait until October.” Councilwoman Hunt asked if Code Enforcement had investigated or cited the individual. Mr. Brink indicated that Code Enforcement must see the violation from a public area where they have the legal right to be. It would be an illegal search if they entered the private property without authorization. He indicated that photographs from the neighbors could be used as evidence since they are not under the same restrictions. Councilman Webb asked if City staff could contact the property owner and notify him the he was operating an illegal business and must shut it down before further action was taken. Brooks Mitchell, City Manager, stated that he had been made aware of the situation and had been working with Code Enforcement and the City Attorney regarding the issue; however, there was a legal process that must be followed.

Robert Pearson, 2201 NE 15<sup>th</sup>, stated that he was a mechanic and had projects that he worked on but he was not running a commercial business. He stated that no oil was being dispersed into the ground. Councilwoman Hunt asked if he received payment for the vehicles he was working on. Mr. Pearson stated that he did. Councilwoman Hunt commented that based on that fact he was operating a business in a residential area. Mayor Lewis felt Mr. Pearson should move the business out of the residential area or shut it down. Mr. Pearson stated that his neighbors should have approached him with their concerns. He felt that some of the traffic they mentioned was from family members since he had a large family. Councilman Webb thanked Mr. Pearson for appearing before the City Council.

Lisa Gomez, 2109 NE 15<sup>th</sup>, stated that her family moved into Lost Creek a few years ago. Mr. Gomez also expressed safety concerns for the children catching the bus, the increased traffic from deliveries, and noise complaints. Ms. Gomez advised that the property appraiser’s website lists the address as an LLC which she felt confirmed that a business was being operated from Mr. Pearson’s home.

Mr. Brink indicated that he was researching the issue and found three calls for service by the Police Department on noise complaints. The reports indicated that Mr. Pearson complied with the officer’s requests. However, he was continuing to research the issue related to the zoning violation.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Mayor Lewis stated that he received a question regarding the 4<sup>th</sup> Street underpass project. They were also asking about the funding for the project. Brooks Mitchell, City Manager, indicated a portion of the G.O. Bonds were issued to fund engineering fees; however the majority of the bonds have not been issued.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, announced that the Aquatics Center at The Station at Central Park would reopen July 21, 2020.

Mayor Lewis asked the City Council about their availability to attend a Work Study Session to discuss the possibility of implementing mandatory masks in Moore. The Council opted to email the City Manager with possible dates and times for the meeting.

**Agenda Item Number 29 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:51 p.m.**

TRANSCRIBED BY:

\_\_\_\_\_  
RHONDA BAXTER, Executive Assistant

FOR:

\_\_\_\_\_  
ADAM WEBB, MPWA/MEDA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
VANESSA KEMP, City Clerk