

**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
OCTOBER 21, 2013 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on October 21, 2013 at 6:30 p.m. with Mayor Glenn Lewis presiding.

David Roberts
Councilman, Ward I

Robert Krows
Councilman, Ward I

Scott Singer
Councilman, Ward II

Mark Hamm
Councilman, Ward II

Jason Blair
Councilman, Ward III

Terry Cavnar
Councilman, Ward III

PRESENT: Singer, Cavnar, Roberts, Hamm, Lewis

ABSENT: Krows, Blair

STAFF MEMBERS PRESENT: City Manager, Steve Eddy; Assistant City Manager, Stan Drake; Finance Director, Jim Corbett; Assistant City Attorney, K.O. Williams; Captain Greg Anderson; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Fire Chief, Gary Bird; Human Resources/Risk Management Director, Gary Benefield; Manager of Information Technology, David Thompson; Marketing Specialist, Jayme Shelton; Parks and Recreation Director, Todd Jenson; Police Chief, Jerry Stillings; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and Purchasing Agent, Carol Folsom.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD OCTOBER 7, 2013.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETINGS HELD AUGUST 6, 2013 AND SEPTEMBER 9, 2013.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2013-2014 IN THE AMOUNT OF \$6,124,057.23.

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

Ayes: Singer, Cavnar, Roberts, Hamm, Lewis

Nays: None

Absent: Krows, Blair

Agenda Item Number 3 being:

CONSIDER DECLARING CERTAIN SCBA EQUIPMENT AS SURPLUS AND AUTHORIZING THE FIRE DEPARTMENT TO DONATE SAID SCBA HARNESSSES, BOTTLES, MASKS ETC. TO OSU FIRE SERVICE TRAINING, OTHER SMALLER PAID DEPARTMENTS AND VOLUNTEER DEPARTMENTS.

Fire Chief Gary Bird advised that the specified equipment was deemed obsolete and placed in storage several years ago. Staff would like to donate the equipment to OSU Fire Service Training and other small fire departments.

Councilman Roberts moved to declare certain SCBA equipment as surplus and authorizing the Fire Department to donate said SCBA harnesses, bottles, masks etc. to OSU Fire Service Training, other smaller paid departments and volunteer departments, second by Councilman Cavnar. Motion carried unanimously.

Ayes: Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows, Blair

Agenda Item Number 4 being:

CONSIDER DECLARING CERTAIN EQUIPMENT AS SURPLUS AND AUTHORIZE STAFF TO SOLICIT SEALED BIDS FOR THE FOLLOWING ITEMS: (1) ONE BAUER 3-PHASE 460 VOLT BREATHING AIR COMPRESSOR MODEL NO. VT20-E3, SERIAL NO. 38238, FOR A MINIMUM BID OF \$2000.00; (7) DOT 2400 PSI AIR STORAGE CYLINDERS; (4) DOT 2015 PSI AIR STORAGE CYLINDERS; AND (8) DOT 4500 PSI AIR STORAGE CYLINDERS.

Fire Chief Gary Bird that after construction of the new fire station an air compressor previously located at the old Station 3 was determined to be incompatible due to voltages. Staff was requesting authorization to solicit bids for the air compressor. Chief Bird indicated that the equipment was still usable and felt there would be interest from local vendors. The storage bottles would go with the air compressor. Mayor Lewis asked if a small department could benefit from the donation of the equipment. Chief Bird stated that it was certainly possible; however, there could be a similar conflict with voltages. Councilman Roberts indicated that he did not have a problem donating the equipment if it was compatible. Mayor Lewis asked Assistant City Attorney K.O. Williams if it was possible to donate the equipment instead of accepting bids. Mr. Williams stated that the City Council can donate the equipment once it had been declared surplus; however, the item should be considered under different language.

Councilman Roberts moved to table Agenda Item No. 4, second by Councilman Cavnar. Motion carried unanimously.

Ayes: Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows, Blair

Agenda Item Number 5 being:

CONSIDER ADOPTING THE LITTLE RIVER PARK LONG-RANGE MASTER PLAN AND DIRECT STAFF TO DEVELOP A PLAN TO IMPLEMENT THE RECOMMENDATIONS IN THE PLAN.

Todd Jenson, Parks and Recreation Director, advised that the City has been working with its consultant Vireo, Inc. to develop a Master Plan for Little River Park. They wanted to develop a plan that the City could begin work on immediately, address some of the citizens' concerns, enhance the amenities, make the park safer and more accessible to the park patrons, and address the wants and needs of the community. The first draft of the master plan was presented at a public meeting held on August 15, 2013. Valuable input was received from the approximate seventy citizens that attended the meeting. The master plan was refined based on the information received and the final document was being presented to the City Council for consideration. Mr. Jenson discussed some of the highlights of the plan. The old walking trail was approximately one mile long. The master plan included a mile and a half walking trail with the addition of a dog park. Instead of one playground there will be two. Additional access to the park will be created through the Plaza Towers Addition. Space will be reserved for a memorial for the victims of the May 3rd and May 20th tornadoes. A splash pad will be included in the park and fitness stations will be located along the walking trail. Mr. Jenson indicated that this would be a multi-phase project. The first phase would include some site and infrastructure work such as street connections and the addition of water, sewer, and electricity. The amenities that were lost in the tornado will be rebuilt. The longer term projects such as the splash pad and memorial will begin as funds become available. The Park Master Plan was presented to the Parks Board which recommended approval unanimously.

Mayor Lewis asked if solar panel lighting could be erected along the walking trails. This particular lighting would turn off after four hours of darkness to prevent bothering the neighbors. Mr. Jenson indicated that solar panel lighting could be looked into. Councilman Hamm noted that disc golf was not included in the Parks Master Plan for Little River Park. He asked if another location could be found for the disc golfers. Mr. Jenson advised that discussions have occurred with members of the disc golf community. They discussed the park system with them. Although the City doesn't currently have a location that would work long-term, an interim solution would be to locate a junior course at Buck Thomas Park. It would be a small nine-hole disc golf course that would keep the disc golfers in the community. The disc golfers would volunteer their time to do the work. He believes this is a good compromise. Councilman Hamm appreciated the time and effort Mr. Jenson and the Parks Board put into finding a solution.

Councilman Singer moved to approve adopting the Little River Park Long-Range Master Plan and direct staff to develop a plan to implement the recommendations in the plan, second by Councilman Hamm. Motion carried unanimously.

Ayes: Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows, Blair

Mayor Lewis asked when the presentation of the \$100,000 recreation grant that Coca-Cola awarded to Veterans Memorial Park as "America's Favorite Park" would be held. Mr. Jenson indicated that the presentation would be made on November 8, 2013 at 10:00 a.m. at Veterans Park. Coca-Cola will send invitations to the City Council for the event.

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:41 P.M.

Agenda Item Number 6 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD OCTOBER 7, 2013.

- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2013-2014 IN THE AMOUNT OF \$685,111.45.

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

Ayes: Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows, Blair

Mayor Lewis indicated Brian Dougherty, Director of Parks and Public Space Initiative with the Oklahoma City Community Foundation, wished to speak under Agenda Item No. 5 and would be addressing the item now. Mr. Dougherty indicated that he is a horticulturist and landscape architect by profession. He found the City's Parks Master Plan on the Internet and was so impressed that the Trustees of the Oklahoma City Community Foundation asked him to look at some of the parks hit during the tornado to see if the Oklahoma City Community Foundation could make a difference using some of the initiative. He contacted Assistant City Manager Stan Drake and Parks and Recreation Director Todd Jenson regarding a proposed project. Mr. Dougherty stated that it has been a pleasure to work with them over the past few months. He advised that the Oklahoma City Community Foundation has been waiting until the City Council approved the Parks Master Plan to determine where there were unmet needs. They are very committed to neighborhood parks and interested in the linkage from public health, economic development, and quality of life. He believes the Park Master Plan incorporates that very well. Mr. Dougherty announced that the Oklahoma City Community Foundation Trustees have made a significant commitment to Little River Park. They will be working to enhance what is already going to be done. Mr. Dougherty applauded the City Council, Parks Board, and staff for going through the process.

MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:44 P.M.

Agenda Item Number 7 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD OCTOBER 7, 2013.
B) APPROVE PAYMENT OF A COURT ORDERED WORKER'S COMPENSATION SETTLEMENT IN THE AMOUNT OF \$12,790.80 TO ERNEST LOCKETT FOR CLAIM NO. WC-2013-01409-K; AND AUTHORIZE PLACEMENT ON THE PROPERTY TAX ROLL.
C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2013-2014 IN THE AMOUNT OF \$173,453.96.

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

Ayes: Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows, Blair

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN TERRY CAVNAR PRESIDING AT 6:46 P.M.

Agenda Item Number 8 being:

ROLL CALL

PRESENT: Singer, Lewis, Roberts, Hamm, Cavnar
ABSENT: Krows, Blair

Agenda Item Number 9 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD SEPTEMBER 16, 2013.

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

Ayes: Singer, Lewis, Roberts, Hamm, Cavnar
Nays: None
Absent: Krows, Blair

Agenda Item Number 10 being:

DIRECTOR'S REPORT

Deidre Ebrey, Economic Development Director, advised of the following items:

- Non-disclosure agreements with potential retailers prohibit the City from mentioning them by name. However, there is almost 300,000 square feet of retail space from a variety of companies that is in the works. Thanked the Community Development staff for all of the work they do. The retailers want to make certain there are adequate customers and employees so the City must continue pushing residential growth.
- Moore Medical Center is building temporary structures that will include an Emergency Room. Staff will be meeting this week with Norman Regional to determine what their plans will include for the permanent structure. Councilman Roberts asked how many building permits were issued for the storm area. Steve Eddy, City Manager, indicated that 504 single-family building permits were issued City wide, of which 282 were storm rebuilds.
- Dairy Queen, Jimmy John's, Access Medical, Del Taco, Smash Burger, Old School Bagel, and Life Church are under construction.
- Lots of speaking engagements regarding the storm and recovery process.
- The City needs to be sensitive to what has happened yet try to continue to promote Moore. Ms. Ebrey prepared a sample ad that would be going into the Moore Chamber of Commerce Relocation Guide for a year and to Tinker AFB.

Trustee Singer asked if residential or commercial permits were being pulled for the north part of the City. Ms. Ebrey stated that there hasn't been any to her knowledge. Stan Drake, Assistant City Manager, advised that a new subdivision was being constructed at NE 27th and Bryant. Trustee Singer asked if there were any conveniences or amenities planned that would attract people to that location or support those living there. Ms. Ebrey felt that there would be over time.

Jayne Shelton, Marketing Specialist, stated that their department uses social media, the newsletter, and GovDelivery to notify the citizens of special events occurring in Moore. Around 1,800 citizens are signed

up for e-mails through GovDelivery which offers 13,000 topics. The City's website at www.cityofmoore.com receives approximately 5,500 hits per week. The week of May 19-25, 2013 there were 66,000 hits due to the tornado. Mr. Shelton indicated there were 14,800 followers on Facebook and 3,300 on Twitter. Mr. Shelton distributed a handout to the City Council with information regarding GovDelivery. He advised that the City also submits information in this way regarding street closings and new businesses.

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:01 P.M.

Agenda Item Number 11 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.

Councilman Hamm asked for an update on the amount of donated funds from the tornado and the proposed use for the funds. Steve Eddy, City Manager, advised that approximately \$500,000 was donated to the City for tornado relief. Jim Corbett, Finance Director, stated that a portion of the funds were already distributed based on the donors' request. He noted that monies are still being donated and some donors are making monthly payments. Mr. Eddy indicated that current figures will be obtained and reported to Council. He suggested that a discussion item should be placed on a future agenda to determine where the monies will go. There was a large donation made to the Animal Shelter that would go toward a new facility. There is probably \$200,000 to \$300,000 remaining in undesignated funds. This money is being held at the Oklahoma City Community Foundation earning interest. Mr. Eddy directed staff to e-mail out current donation figures to the City Council and to place an item on the November 4, 2013 City Council agenda for discussion purposes regarding distribution of the funds.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Steve Eddy, City Manager, advised the City Council of the following items:

- Chamber Luncheon scheduled for October 22, 2013 at 11:45 a.m. at the Yellow Rose Theatre regarding the state of the schools.
- E-mailed the City Council several updates on various ongoing projects.
- Architects on the new Animal Shelter are beginning work this week.
- Broadway street construction has begun.
- Golf Course Study underway.

Councilman Roberts encouraged attendance at the Chamber luncheon. Dr. Romines will be speaking on the rebuilding progress.

Agenda Item Number 12 being:

ADJOURNMENT

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

Ayes: Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None
Absent: Krows, Blair

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

RECORDED BY:

CAROL FOLSOM, Purchasing Agent

FOR:

DAVID ROBERTS, MPWA Secretary

FOR:

JASON BLAIR, MEDA Secretary

These minutes passed and approved as noted this ____ day of _____, 2013.

ATTEST:

JIM CORBETT, City Clerk