

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
APRIL 4, 2016 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on April 4, 2016 at 6:30 p.m. with Mayor Glenn Lewis presiding.

*David Roberts*  
*Councilman, Ward I*

*Unfilled Position*  
*Councilman, Ward I*

*Melissa Hunt*  
*Councilwoman, Ward II*

*Mark Hamm*  
*Councilman, Ward II*

*Jason Blair*  
*Councilman, Ward III*

*Terry Cavnar*  
*Councilman, Ward III*

PRESENT: Blair, Cavnar, Roberts, Hamm, Lewis

ABSENT: Hunt

STAFF MEMBERS PRESENT: City Manager, Steve Eddy; Assistant City Manager, Stan Drake; Assistant City Manager, Todd Jenson; Finance Director, Brooks Mitchell; Associate Planner/Grants Manager, Jared Jakubowski; City Attorney, Randy Brink; Community Development Director, Elizabeth Jones; Economic Development Director, Deidre Ebrey; Assistant Emergency Management Director, Debi Wagner; Fire Chief, Gary Bird; PC Technician, Matt Gillentine; Police Chief, Jerry Stillings; Sergeant David Dickinson; Public Works Director, Richard Sandefur; Risk Manager, Gary Benefield; Veolia Water Project Manager, Robert Pistole; and Purchasing Agent, Carol Folsom.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MARCH 21, 2016.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD JANUARY 12, 2016, THE WORK STUDY SESSION HELD FEBRUARY 9, 2016, AND THE REGULAR PLANNING COMMISSION MEETING HELD FEBRUARY 9, 2016.
- C) DECLARE THREE 1998 FORD CROWN VICTORIAS (VIN NOS. 2FAFP71W1WX180249, 2FAFP71W8WX180250, AND 2FAFP71WXWX180251) AS SURPLUS.
- D) APPROVE A CONTRACT WITH THE YMCA OF GREATER OKLAHOMA CITY FOR USE OF THE MOORE COMMUNITY CENTER AS A BEFORE AND AFTER SCHOOL CARE AND SUMMER CAMP FACILITY.
- E) APPROVE A TRANSFER IN THE AMOUNT OF \$11,416.64 FROM THE ANIMAL SHELTER DONATIONS ACCOUNT TO THE ANIMAL SHELTER SUPPLIES ACCOUNT; AND SUPPLEMENT THE FY 2015-2016 BUDGET ACCORDINGLY.
- F) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2015-2016 IN THE AMOUNT OF \$1,489,400.97.

**Councilman Blair moved to approve the Consent Docket in its entirety, second by Councilman Cavnar. Motion carried unanimously.**

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**Agenda Item Number 3 being:**

CONSIDER APPROVAL OF A LOT SPLIT LOCATED IN THE SW/4 OF SECTION 25, T10N, R3W, BEING NORTH OF S. 34<sup>TH</sup> STREET AND EAST OF EASTERN AVENUE. APPLICATION BY STEPHEN HEADLEE.

Elizabeth Jones, Community Development Director, stated that the subject property contained two R-1 Single-Family Residential lots located north of S. 34<sup>th</sup> Street and east of Eastern Avenue. Ms. Jones advised that the applicant, Stephen Headlee, planned to reconfigure the property into three residential lots. She noted that public water and sewer were available to serve the site.

Mayor Lewis asked if the applicant previously requested a commercial rezoning. Ms. Jones confirmed that the City Council denied Mr. Headlee's previous request to rezone the property from R-1 Single-Family Dwelling District to R-2 Two-Family Dwelling District and C-3 General Commercial District. Ms. Jones noted that a rezoning request was not necessary for the proposed lot split since the property was already zoned R-1 which was appropriate zoning for residential homes.

**Councilman Cavnar moved to approve a lot split located in the SW/4 of Section 25, T10N, R3W, being north of S. 34<sup>th</sup> Street and east of Eastern Avenue, second by Councilman Blair. Motion carried unanimously.**

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**Agenda Item Number 4 being:**

CONSIDER AWARDDING BID NO. 1516-013 "MOWING AND NUISANCE ABATEMENT" TO THE LOWEST AND MOST RESPONSIBLE BIDDER.

Elizabeth Jones, Community Development Director, stated that the City received four responses to the bid request for mowing and nuisance abatement. The low bidder was Kenneth Fraser Mowing Service. Staff recommended approval of the item after confirming with Mr. Fraser that he had the necessary equipment and manpower to perform the abatements.

**Councilman Hamm moved to award Bid No. 1516-013 "Mowing and Nuisance Abatement" to Kenneth Fraser Mowing Service, second by Councilman Cavnar. Motion carried unanimously.**

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**Agenda Item Number 5 being:**

CONSIDER REZONING APPLICATION NO. RZ-935, LOCATED IN THE SW/4 OF SECTION 2, T10N, R3W, BEING NORTH OF NE 27<sup>TH</sup> STREET AND EAST OF BROADWAY AVENUE, FROM A-2 SUBURBAN AGRICULTURAL DISTRICT TO C-3 GENERAL COMMERCIAL DISTRICT; AND APPROVE ORDINANCE NO. 814(16). APPLICATION BY JAMES TOLBERT. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 2.

Elizabeth Jones, Community Development Director, stated that Agenda Items No. 5 and 6 were companion items relating to a vacant 1/3 acre lot located north of NE 27<sup>th</sup> and east of Broadway Avenue. The applicant proposed developing the property as a paintless dent repair and car wash. A rezoning application was approved on property located immediately west of the site in November 2015. The plat will combine the two lots into one larger lot on which the applicant will construct his business. She stated that public water and sewer were available to the site. Ms. Jones advised that access would be provided from an existing curb cut on NE 27<sup>th</sup> Street after improving it to City standards.

Ms. Jones stated that the comprehensive plan designated the property as Medium Commercial and because a car wash and minor car repair with no painting or engine rebuilds are considered to be Medium Commercial in nature, no comprehensive plan amendment would be required. Due to the growth trends in the area and compliance with the comprehensive plan staff recommended approval of the items.

Councilman Hamm stated that he was a member of the First Baptist Church located next to the subject site. He stated that the applicant, James Tolbert, had indicated to the church that he would be erecting sight proof fencing and constructing landscaping and irrigation on the property. He noted that the items might not be a requirement of the City's but he wanted to confirm Mr. Tolbert's intentions on behalf of the church. Mr. Tolbert stated that he did agree to the terms and offered to show the City Council the contract with First Baptist Church which set out the requirements. Councilman Hamm indicated that the church appeared very happy to work with Mr. Tolbert.

Mayor Lewis thanked Mr. Tolbert for locating his business in Moore.

**Councilman Hamm moved to Rezoning Application No. RZ-935, located in the SW/4 of Section 2, T10N, R3W, being north of NE 27<sup>th</sup> Street and east of Broadway Avenue, from A-2 Suburban Agricultural District to C-3 General Commercial District; and approve Ordinance No. 814(16), second by Councilman Blair. Motion carried unanimously.**

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**Agenda Item Number 6 being:**

CONSIDER APPROVAL OF THE FINAL PLAT FOR THUNDER DENT, LOCATED IN THE SW/4 OF SECTION 2, T10N, R3W, BEING NORTH OF NE 27<sup>TH</sup> AND EAST OF BROADWAY AVENUE. APPLICATION BY JAMES TOLBERT. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 2.

**Councilman Hamm moved to approve the final plat for Thunder Dent located in the SW/4 of Section 2, T10N, R3W, being north of NE 27<sup>th</sup> and east of Broadway Avenue, second by Councilman Blair. Motion carried unanimously.**

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**Agenda Item Number 7 being:**

CONSIDER APPROVAL OF THE FINAL PLAT FOR MISSION POINT, SECTION 2, LOCATED IN THE S/2 OF SECTION 26, T10N, R3W, BEING NORTH OF SW 34<sup>TH</sup> STREET AND EAST OF I-35 SERVICE ROAD. APPLICATION BY MISSION POINT APARTMENTS, LIMITED PARTNERSHIP/SCOTT CASE. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 3.

Elizabeth Jones, Community Development Director, advised that the subject property was located north of SW 34<sup>th</sup> and east of the I-35 Service Road. The applicant proposed extending the Mission Point Apartments onto the vacant property with 262 units on 13.26 acres. Public water and sewer would be extended to serve the site. Ms. Jones advised that there was no FEMA floodplain located on the site. Storm water detention was required for the property. Access would be provided from the I-35 Service Road. She advised that a commercial collector road would be extended to SW 34<sup>th</sup> Street, with internal access to the first phase of the Mission Point Apartments.

Ms. Jones advised that the project was previously approved as a Planned Unit Development with Rezoning Application No. 932. Staff recommended approval of the item since the plat was in general compliance with the approved Preliminary Plat and PUD No. 932.

**Councilman Cavnar moved to approve the Final Plat for Mission Point, Section 2, located in the S/2 of Section 26, T10N, R3W, being north of SW 34<sup>th</sup> Street and east of I-35 Service Road, second by Councilman Hamm. Motion carried unanimously.**

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:46 P.M.**

**Agenda Item Number 8 being:**

CONSENT DOCKET:

- 8) CONSENT DOCKET:
- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MARCH 21, 2016.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2015-2016 IN THE AMOUNT OF \$962,472.70.

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

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENE 6:47 P.M.**

**Agenda Item Number 9 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MARCH 21, 2016.
- B) APPROVE A PAYMENT IN THE AMOUNT OF \$9,163.81 TO FARMERS INSURANCE COMPANY FOR PROPERTY DAMAGE TO INSURED'S VEHICLE.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2015-2016 IN THE AMOUNT OF \$208,495.81.

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

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:48 P.M.**

**Agenda Item Number 10 being:**

NEW BUSINESS:

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

There were no citizens to speak.

- B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Mayor Lewis encouraged citizens in Ward 1 to vote in the City Council run-off election to be held April 5, 2016. Steve Eddy, City Manager, indicated that a bond election for Moore-Norman Vo-Tech would also appear on the ballot city-wide.

Councilman Cavnar indicated that he had received phone calls requesting a safe, well-lit area for citizens to conduct sales transactions where they have video monitoring 24-hours a day. Apparently, the City of Norman has implemented this type of program and he felt Moore should consider doing something similar since it dealt with the safety of its citizens.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

Steve Eddy, City Manager, advised that a ribbon cutting was set for April 5, 2016 at 10:00 a.m. for EMSSTAT ambulance service currently operating out of the old Fire Station 3. He indicated that they have been a great partner with the City. Mr. Eddy added that the new Norman Regional – Moore hospital grand opening/ribbon cutting was scheduled for May 7, 2016 at 9:00 a.m.

Mayor Lewis noted the City Council receives their agenda packets a week in advance of the meeting allowing them an opportunity to review the material and ask questions. This allows the meetings to go much quicker.

**Agenda Item Number 11 being:**

ADJOURNMENT

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

Ayes: Blair, Cavnar, Roberts, Hamm, Lewis  
Nays: None  
Absent: Hunt

**The City Council, Moore Public Works Authority, Moore Risk Management and Moore Economic Development Authority meetings were adjourned at 6:51 p.m.**

TRANSCRIBED BY:

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

RECORDED BY:

\_\_\_\_\_  
CAROL FOLSOM, Purchasing Agent

FOR:

\_\_\_\_\_  
GLENN LEWIS, MPWA Chairman

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

\_\_\_\_\_  
BROOKS MITCHELL, City Clerk