

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
AND A SPECIAL MEETING OF THE
MOORE ECONOMIC DEVELOPMENT AUTHORITY
MAY 2, 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 May 2, 2016 at 6:30 p.m. with Mayor Glenn Lewis presiding.

*Adam Webb
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: Cavnar, Webb, Hamm, Lewis
ABSENT: Blair, 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; Emergency Management Director, Gayland Kitch; Fire Chief, Gary Bird; Manager of Information Technology, David Thompson; Assistant Police Chief, Todd Strickland; Sergeant David Dickinson; Public Works Director, Richard Sandefur; Risk Manager, Gary Benefield; Veolia Water Project Manager, Robert Pistole; and Purchasing Agent, Carol Folsom.

Municipal Court Judge Blake Virgin performed the swearing in ceremony for re-elected Councilman Terry Cavnar.

Mayor Lewis presented David Roberts with a plaque in honor of 16 years of service as Councilman for Ward 1.

ROLL CALL

PRESENT: Cavnar, Webb, Hamm, Lewis
ABSENT: Blair, Hunt

Mayor Lewis read a proclamation declaring the week of May 15-21, 2016 as "Police Week." Sgt. David Dickinson was in attendance at the meeting to accept the proclamation and advise of various activities scheduled for the week. He stated that a Chili Cook-off was scheduled for May 16, 2016 to raise funds for the Law Enforcement Officers Memorial. Judges would include Mayor Glenn Lewis, Sherri Coale, head

coach of the University of Oklahoma Sooners women's basketball team, Abigail Ogle with Channel 5, and a DJ from KJ-103. A memorial service will be held on May 19, 2016 at 4:00 p.m. at the Moore Police Department. A Police Unity Tour bike ride fundraiser was set for May 20, 2016 to raise funds for the Law Enforcement Officers Memorial. Sgt. Dickinson indicated that the Norman, Tulsa, Broken Arrow, and Oklahoma City Police Departments will be participating in the bike ride.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD APRIL 18, 2016.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD MARCH 8, 2016.
- C) RECEIVE THE MINUTES OF THE PARKS BOARD MEETING HELD JANUARY 5, 2016.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2015-2016 IN THE AMOUNT OF \$3,829,130.41.

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

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

Agenda Item Number 3 being:

CONSIDER APPROVAL OF THE FINAL PLAT FOR VRE MOORE, LOCATED IN THE NE/4 OF SECTION 23, T10N, R3W, BEING SOUTH OF SE 4TH STREET AND WEST OF EASTERN AVENUE. APPLICATION BY VRE MOORE, LLC/JASON KEEN. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 1.

Elizabeth Jones, Community Development Director, stated that the subject property was located south of SE 4th Street and west of Eastern Avenue. Ms. Jones advised that the site was zoned C-3 as a permissive use for a mini-storage facility in 2011. Since that time the property has remained vacant. The applicant was seeking final plat approval on a portion of the property to construct a Goodwill retail store, which is an allowable use under the C-3 zoning.

Ms. Jones advised that public water and sewer were available to serve the site, with access from S. Eastern Avenue. The property was not located within a floodplain and on-site detention would be required. Staff recommended approval of the item.

Councilman Cavnar moved to approve the Final Plat for VRE Moore, located in the NE/4 of Section 23, T10N, R3W, being south of SE 4th Street and west of Eastern Avenue, second by Councilman Hamm. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER REZONING APPLICATION NO. RZ-936, LOCATED IN THE SE/4 OF SECTION 3, T10N, R3W, BEING NORTH OF NW 27TH STREET AND EAST OF WOODLAWN DRIVE, FROM R-1 SINGLE FAMILY

DWELLING DISTRICT TO C-3 GENERAL COMMERCIAL DISTRICT; AND APPROVE ORDINANCE NO. 815(16). APPLICATION BY GARY AND NORA JONES. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 2.

Elizabeth Jones, Community Development Director, stated that the subject site contained approximately one acre located north of NW 27th Street and east of N. Shields Blvd. Ms. Jones advised that an existing residential home was located on the site. The applicant proposed rezoning the property to C-3 General Commercial District to market for sale. The existing home would be removed prior to commercial redevelopment. Public water and sewer were available to serve the site. Access would be from NW 27th Street.

Ms. Jones indicated that the comprehensive plan identified the site as Medium Commercial; therefore, a plan amendment would not be required. Staff recommended approval of the application due to growth trends in the area and compliance with the comprehensive plan, contingent upon removal of the existing residential structure prior to commercial redevelopment.

Councilman Hamm requested that staff ensure prior to commercial development that the site contained adequate drainage.

Councilman Hamm moved to approve Rezoning Application No. RZ-936, located in the SE/4 of Section 3, T10N, R3W, being north of NW 27th Street and east of Woodlawn Drive, from R-1 Single Family Dwelling District to C-3 General Commercial District; and approve Ordinance No. 815(16), second by Councilman Cavnar. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER APPROVAL OF A SPONSORSHIP AGREEMENT WITH RAISING CANE'S FOR THE HAPPY TAILS DOG PARK, AND ACCEPT DONATION OF THREE SHADE STRUCTURES FOR SAID PARK.

Todd Jenson, Assistant City Manager, stated that Raising Cane's participated in several events sponsored by the City. Raising Cane's approached the City about donating three 15' x 15' shade structures, at a total cost of \$12,380, for the Happy Tails Dog Park. Jeremy Edwards with Raising Cane's was in attendance at the meeting to answer any questions. Mr. Jenson stated that the City developed a great working relationship with Raising Cane's and was very appreciative of their contributions to the community.

Mayor Lewis and the City Council also thanked Raising Cane's for their generous donation.

Councilman Hamm moved to approve a Sponsorship Agreement with Raising Cane's for the Happy Tails Dog Park, and accept donation of three shade structures for said park, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER APPROVAL OF A SERVICE AGREEMENT WITH MOTOROLA SOLUTIONS, INC., AS A SOLE SOURCE PROVIDER, IN THE AMOUNT OF \$54,247.56 FOR MAINTENANCE AND SERVICE ON THE COMMUNICATIONS/EOC CENTER RADIO CONSOLE EQUIPMENT.

Steve Eddy, City Manager, indicated that the proposed Service Agreement with Motorola Solutions, Inc. was for software and maintenance of the radio console equipment for Communications and Emergency Operations. Mr. Eddy stated that the City maintains maintenance agreements on all major equipment.

Councilman Cavnar moved to approve a Service Agreement with Motorola Solutions, Inc., as a sole source provider, in the amount of \$54,247.56 for maintenance and service on the Communications/EOC Center radio console equipment, second by Councilman Hamm. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER ORDINANCE NO. 812(16) AMENDING PART 8, CHAPTER 2, OF THE MOORE MUNICIPAL CODE, BY CREATING SECTIONS 8-210 THROUGH 8-216 ESTABLISHING A DUTY TO REMOVE DEAD OR DISEASED TREES; PROVIDING FOR NOTICE AND A HEARING PRIOR TO ABATEMENT; PROVIDING FOR DETERMINATION AND ASSESSMENT OF COSTS; PROVIDING FOR COLLECTION OF LIEN; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR A REPEALER.

Randy Brink, City Attorney, advised that he was asked to draft an ordinance requiring the removal of dead or diseased trees on private property which create a hazard or safety concern to the public. Ordinance No. 812(16) provided for notification to the property owner. A hearing, if required, would be held after noncompliance. If a determination is made that the tree was creating a hazard and must be removed and the property owner does not comply, then it would be abated and payment collected from the property owner or through a lien enforcement process.

Councilman Hamm asked if notice would be complaint driven. Steve Eddy, City Manager, stated that the situations where the City anticipated requiring a property owner to remove a tree would be following a citizen complaint and for trees located on vacant lots in storm damaged areas.

Councilman Hamm moved to approve Ordinance No. 812(16), second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 8 being:

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

Councilman Cavnar moved to nominate Jason Blair as Vice-Mayor, second by Councilman Hamm. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER, AND IF DEEMED APPROPRIATE, ACCEPT NOMINATIONS AND ELECT A MEMBER AND ALTERNATE(S) TO SERVE ON THE ACOG BOARD OF DIRECTORS, INTERMODAL TRANSPORTATION POLICY COMMITTEE, GARBER WELLINGTON POLICY COMMITTEE, AND THE 911 ASSOCIATION BOARD OF DIRECTORS.

Mayor Lewis asked if Councilman Hamm, who was currently a Member of the ACOG Board of Directors, Intermodal Transportation Policy Committee, Garber Wellington Policy Committee, and the 911 Association Board of Directors, would like to continue in that capacity. Councilman Hamm indicated that he would like to continuing serving on the ACOG boards and commissions. He recommended appointing all remaining elected officials on the City Council as alternates. He indicated that in this way there should always be someone available to fill in for him when he had to be absent, thereby meeting the legal requirement for a quorum. Councilman Hamm indicated that ACOG would mail each council member a copy of the agenda for each meeting. Steve Eddy, City Manager, stated that it was important for the City to have representation on the ACOG Boards and Committees because ACOG determines where federal dollars for road transportation projects would be awarded.

Councilman Cavnar expressed his appreciation to Councilman Hamm for putting in the time necessary to attend the meetings.

Councilman Hamm moved to nominate himself to serve as a member on the ACOG Board of Directors, Intermodal Transportation Policy Committee, Garber Wellington Policy Committee, and the 911 Association Board of Directors and the remaining Council Members to serve as alternates, second by Councilman Webb. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:57 P.M.

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD APRIL 18, 2016.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2015-2016 IN THE AMOUNT OF \$1,252,734.04.

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

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

Agenda Item Number 11 being:

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

Trustee Cavnar moved to nominate Jason Blair to serve as Vice-Chair of the Trust, second by Trustee Hamm. Motion carried unanimously.

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

Agenda Item Number 12 being:

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

Trustee Hamm moved to nominate Adam Webb to serve as Secretary of the Trust, second by Councilman Cavnar. Motion carried unanimously.

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

Agenda Item Number 13 being:

CONSIDER THE DESIGNATION AND/OR APPOINTMENT OF BROOKS MITCHELL, THE CITY CLERK/CITY TREASURER OF THE CITY, TO SERVE AS AN ASSISTANT SECRETARY (NON-VOTING) OF THE AUTHORITY, FOR THE PURPOSE OF EXECUTING ANY AND ALL DOCUMENTS PERTAINING TO AUTHORITY BUSINESS, UPON APPROVAL BY THE AUTHORITY.

Steve Eddy, City Manager, advised that the City Council had previously appointed Jim Corbett as an alternate signatory on documents pertaining primarily to bond issues. This was done for convenience in the event the Secretary of the Trust was unavailable to sign the official documents. Mr. Eddy indicated that the documents would have already received approval by the Trustees. Terry Hawkins, the City's bond counsel, recommended having an alternate signatory for when one was needed.

Trustee Cavnar moved to approve the designation and/or appointment of Brooks Mitchell, the City Clerk/City Treasurer of the City, to serve as an Assistant Secretary (non-voting) of the Authority, for the purpose of executing any and all documents pertaining to Authority business, upon approval by the Authority, second by Trustee Webb. Motion carried unanimously.

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENE 7:00 P.M.

Agenda Item Number 14 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD APRIL 18, 2016.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2015-2016 IN THE AMOUNT OF \$240,507.46.

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

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

Agenda Item Number 15 being:

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

Trustee Hamm moved to nominate Melissa Hunt as Vice-Chair of the Moore Risk Management Board, second by Trustee Cavnar. Motion carried unanimously.

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

Agenda Item Number 16 being:

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

Trustee Hamm moved to nominate Adam Webb as Secretary of the Moore Risk Management Board, second by Trustee Cavnar. Motion carried unanimously.

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE SPECIAL MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENE WITH CHAIRMAN TERRY CAVNAR PRESIDING AT 7:01 P.M.

Agenda Item Number 17 being:

ROLL CALL

PRESENT: Lewis, Webb, Hamm, Cavnar
ABSENT: Blair, Hunt

Agenda Item Number 18 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD MARCH 21, 2016.

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

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

Agenda Item Number 19 being:

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

Trustee Lewis moved to nominate Terry Cavnar as Chair of the Authority, second by Trustee Hamm. Motion carried unanimously.

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

Agenda Item Number 20 being:

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

Trustee Hamm moved to nominate Adam Webb as Vice-Chair of the Authority, second by Trustee Lewis. Motion carried unanimously.

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

Agenda Item Number 21 being:

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

Trustee Lewis moved to nominate Mark Hamm as Secretary of the Authority, second by Trustee Webb. Motion carried unanimously.

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

THE SPECIAL MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:04 P.M.

Agenda Item Number 22 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 distributed legislative updates from ACOG to the City Council which gives the status of bills in the House or Senate that pertain to City government. Another update was distributed from OML which gave an update on bills which impact municipal government. Councilman Hamm stated that he had been serving on the Legislative Committee for the Oklahoma Municipal League. This position was not a nominated position and encouraged anyone else interested in attending to come to the meeting. He felt it was good for the City to be involved in things going on at the State Capitol that might impact Moore.

Councilman Hamm announced that ACOG was hoping to move their offices from Bricktown to the Oklahoma County Election Board building located at NE 42nd and Lincoln.

Councilman Hamm asked if a representative from Burlington Northern Santa Fe ("BNSF") Railroad could address the City Council regarding the poor condition of the railroad crossing located at NE 12th Street. He stated that he had received numerous calls regarding the issue. Steve Eddy, City Manager, advised that he had contacted the railroad with this request and they indicated they would be willing attend a City Council meeting in the near future.

Councilman Hamm asked Todd Jenson, Assistant City Manager, for an update on the status on construction at Fairmoore Park. Mr. Jenson stated that Cleveland County crews were available to do demolition of the site, saving the City around \$50,000 to \$75,000 in sales tax revenues. They are engineering the site to create a water feature in the drainage area that borders the park. An RFP for the playground and splash pad will be solicited, with construction anticipated to start in late fall. The project was expected to include a walking trail, road, parking lot, pavilion, picnic shelters, and restroom facilities at an estimated cost of \$1 to \$1.5 million.

Councilman Hamm stated that he noticed a citizen thanked City crews on Facebook for their work in the Foxfire Addition putting up street signs. Councilman Hamm expressed his appreciation to Richard Sandefur, Public Works Director, and his crews for their good work. Steve Eddy, City Manager, announced that Eddie Williams, the employee who erects the street signs, will be retiring after 17 years. His retirement party would be held at 11:30 on May 6, 2016 at the Public Works Building for anyone wishing to attend.

C) ITEMS FROM THE CITY/TRUST MANAGER.

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

- Budget preparations are 95% complete. Mr. Eddy asked for availability of the City Council for a Budget Study Session to be held in the next few weeks.

- Six applications were received for the vacant Ward 1 seat. Copies of the applications were made available to the City Council. He asked for direction on whether the City Council wanted to hold a Work Study Session to discuss filling the City Council vacancy. It was decided that a Work Study Session would be held following the regular City Council Meeting set for May 16, 2016.
- Norman Regional Moore Hospital VIP Ribbon Cutting scheduled for 5:30 p.m. May 5, 2016.
- A City Council Retreat was tentatively scheduled for June 10, 2016.

Agenda Item Number 23 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, Moore Risk Management and Moore Economic Development Authority meetings were adjourned at 7:15 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

RECORDED BY:

CAROL FOLSOM, Purchasing Agent

FOR:

ADAM WEBB, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2016.

ATTEST:

BROOKS MITCHELL, City Clerk