

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
OCTOBER 2, 2017 – 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 2, 2017 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

Terry Cavnar
Councilman, Ward III

PRESENT: Blair, Hunt, Webb, Hamm, Lewis

ABSENT: McKenzie, Cavnar

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Stan Drake; Assistant City Manager, Todd Jenson; City Attorney, Randy Brink; Community Development Director, Elizabeth Weitman; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Fire Chief, Gary Bird; Manager of Information Technology, David Thompson; Police Chief, Jerry Stillings; Sergeant Troy Fullbright; Public Works Director, Richard Sandefur; Risk Manager, Gary Benefield; Veolia Water Project Manager, Robert Pistole; and City Clerk, Linda Stewart.

A presentation was given by David Peak, Assistant Superintendent for Secondary Education with Moore Public Schools, regarding the McKinney-Vento Act. Mr. Peak stated that he serves as the homeless liaison for the federally funded program, and would be fulfilling a community outreach requirement by sharing information with the City in regard to services provided by Moore Public Schools. He advised that the McKinney-Vento Act was an extension of Title I funding which provides services for students in the district who might be temporarily homeless and cannot establish permanent residency. The McKinney-Vento Act allows homeless children to be enrolled in school and maintain a school of origin as long as the student stays within the confines of the school district. It is very difficult for children to enroll in a school and make connections only to be forced into changing schools as their living arrangements change. Mr. Peak stated that Moore Public Schools has opportunities using Title I resources to connect families with Sooner Care, and to purchase clothing, shoes, school supplies, and personal hygiene items for the students. With older children it is possible to use the funds to assist with graduation expenses, access to ACT tests, and tutoring and counseling services. Mr. Peak noted situations where some students turn 18 years of age prior to graduation and find their parents can no longer provide a stable home environment for them. Then the student finds they are in need of assistance as an adult prior to their graduation from high school.

Mayor Lewis asked how many individuals were assisted by the McKinney-Vento Act in Moore. Mr. Peak stated that Moore Public Schools served around 50 students last year. Sometimes individuals become self-sufficient and no longer need assistance after a short period of time. Other families move out of the school district. Mr. Peak advised that this year approximately 40 students have been identified as being in need of assistance. Mayor Lewis expressed his appreciation to Mr. Peak.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD SEPTEMBER 18, 2017.
- B) APPROVE OBSERVANCE OF TUESDAY, OCTOBER 31, 2017 AS HALLOWEEN TRICK OR TREAT NIGHT.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$1,845,791.32.

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

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

Agenda Item Number 3 being:

CONSIDER APPROVAL OF A BUILDING LEASE AGREEMENT WITH THE NORMAN REGIONAL HOSPITAL AUTHORITY FOR LEASE OF A CITY OWNED BUILDING LOCATED AT 1805 S. EASTERN AVENUE TO HOUSE THE EMSSTAT AMBULANCE SERVICE.

Stan Drake, Assistant City Manager, stated that the proposed agreement with Norman Regional Hospital Authority was for lease of an existing City owned building located at 1805 S. Eastern Avenue to house the EMSSTAT Ambulance Service. Mr. Drake advised that the City has no need for the building previously occupied by the Fire Department. The structure was outdated and in need of repairs due to water damage. He added that a reconfiguration of the space would also be necessary in order to provide adequate sleeping areas and restrooms for the EMSSTAT staff. He indicated that the City obtained estimates for the necessary improvements which totaled approximately \$350,000. Mr. Drake advised that Norman Regional Hospital Authority would be responsible for the cost of the improvements. Rent would be set at \$1.00 per year for 15 years. After that time Norman Regional Hospital Authority would have the option to renew the lease for an additional five year term at the rate of \$5.20 per square foot for a total of \$1,950 per month. John Manfredo, Chief Operating Officer, and Troy Glover, Director of Engineering and Construction with Norman Regional Hospital were in attendance to answer any questions.

Councilman Hamm stated that it was his understanding that EMSSTAT originally planned to occupy the existing structure on a temporary basis while constructing a facility to house the ambulances on Norman Regional Moore property. Mr. Manfredo commented that EMSSTAT responds to approximately 300 service calls per month from its current location on S. Eastern. After further analysis it was determined that this was ultimately the best location to house the ambulances based on the data collected on runs and anticipated destinations.

Councilman Blair moved to approve a Building Lease Agreement with the Norman Regional Hospital Authority for lease of a City owned building located at 1805 S. Eastern Avenue to house the EMSSTAT ambulance service, second by Councilwoman Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Webb, Hamm Lewis
Nays: McKenzie, Cavnar

Agenda Item Number 4 being:

CONSIDER AUTHORIZING THE FORMING OF A SEPARATE CORPORATION NAMED "CITY OF MOORE RESTORATION AND PRESERVATION FUND" AND MAKING APPLICATION TO THE INTERNAL REVENUE SERVICE FOR 501(C)(3) NON-PROFIT STATUS FOR THE PURPOSE OF RECEIVING TAX DEDUCTIBLE CONTRIBUTIONS FOR ACQUISITION AND RESTORATION OF CITY OF MOORE ARTIFACTS, AND OTHER NONRECURRING ITEMS AS DEEMED APPROPRIATE BY A BOARD OF DIRECTORS COMPRISED OF THREE CITIZENS AND TWO COUNCIL MEMBERS.

Brooks Mitchell, City Manager, advised that this agenda item was previously tabled from the February 6, 2017 City Council meeting to allow staff the opportunity to collect additional information. The City Council had been discussing the need to preserve its history through the collection of historical artifacts and a creation of a 501(C)(3) organization to be overseen by a Board of Directors. This would allow the City to collect private donations to obtain and restore the artifacts while allowing the donators to receive a tax deduction for their contribution. The item was tabled to determine whether council members could serve on the Board of Directors for the proposed non-profit corporation. Mr. Mitchell indicated that after researching the issue it was determined that the City Council could appoint individuals to serve on the Board of Directors, and could serve on the Board themselves, although the City Council should not represent a majority on the Board.

He advised that if the City Council opted to use this venue the appropriate paperwork must be filed with the Oklahoma Secretary of State's Office and a Form 1023 filed with the Internal Revenue Service to request the 501(C)(3) non-profit status. Mr. Mitchell recommended approval of the item.

Councilwoman Hunt moved to authorize the forming of a separate corporation named "City of Moore Restoration and Preservation Fund" and making application to the Internal Revenue Service for 501(c)(3) non-profit status for the purpose of receiving tax deductible contributions for acquisition and restoration of City of Moore artifacts, and other nonrecurring items as deemed appropriate by a Board of Directors comprised of three citizens and two council members, second by Councilman Hamm. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER APPROVAL OF BUDGET SUPPLEMENTS FOR FY 17-18 FOR PRIOR YEAR PURCHASE ORDER CARRYOVERS AS FOLLOWS: RISK MANAGEMENT - \$633.54; STREET BOND IMPROVEMENTS - \$696,896.86; MOORE PUBLIC WORKS AUTHORITY - \$231,895.25; GENERAL FUND - \$795,810.23; SPECIAL REVENUE FUND - \$21,532.11; 1/2 CENT DESIGNATED SALES TAX - \$641,188.74; 1/4 CENT PARKS/FIRE STATION SALES TAX - \$562,976.01; CDBG-DR GRANT - \$3,976,470.04.

Betty Koehn, Finance Director, stated that proposed budget supplements would allow carryover of the prior year purchase orders and their associated funding in order to complete the purchases in the current fiscal year. Ms. Koehn indicated that this process was done annually after the close of the prior year's books.

Councilman Blair moved to approve budget supplements for FY 17-18 for prior year purchase order carryovers as follows: Risk Management - \$633.54; Street Bond Improvements - \$696,896.86; Moore Public Works Authority - \$231,895.25; General Fund - \$795,810.23; Special Revenue Fund - \$21,532.11; 1/2 Cent Designated Sales Tax - \$641,188.74; 1/4 Cent Parks/Fire Station Sales Tax - \$562,976.01; CDBG-DR Grant - \$3,976,470.04, second by Councilman Webb. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:48 P.M.

Agenda Item Number 6 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD SEPTEMBER 18, 2017.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$250,278.17.

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

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:49 P.M.

Agenda Item Number 7 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD SEPTEMBER 18, 2017.
- B) APPROVE A PAYMENT OF \$8,786.49 TO FARMERS INSURANCE COMPANY FOR PROPERTY DAMAGE FROM A VEHICLE ACCIDENT.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$228,340.24.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:50 P.M.

Agenda Item Number 8 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 commented that the Oklahoma Municipal League sent out notification of a vacancy for District 8 on the Board of Directors. He stated that he has been serving on the Board of Directors for ACOG and would like to encourage the other council members to considering serving.

Mayor Lewis announced a groundbreaking ceremony on November 1, 2017 at 10:00 a.m. for the future Integris micro-hospital site.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that the intersection of Meadowbrook and Nail Parkway will be closed October 5-6, 2017 for construction.

Agenda Item Number 9 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 6:52 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ADAM WEBB, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2017.

ATTEST:

LINDA STEWART, City Clerk