

**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
NOVEMBER 20, 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 November 20, 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: McKenzie, Blair, Hunt, Cavnar, Webb, Hamm, Lewis
ABSENT: None

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; Human Resources/Risk Management Director, Gary Benefield; PC Technician, Matt Gillentine; Police Chief, Jerry Stillings; Sergeant Jeremy Lewis; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and City Clerk, Linda Stewart.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD NOVEMBER 6, 2017.
- B) APPROVE THE ISSUANCE OF A \$50 CHRISTMAS STIPEND TO EMPLOYEES PER COUNCIL RESOLUTION.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$2,921,726.07.

Councilwoman Hunt moved to approve the consent docket in its entirety, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 3 being:

CONSIDER AWARDING BID NO. 1718-02 "SIX SCOREBOARDS FOR GIRLS SOFTBALL" TO MOODY SCOREBOARDS AND EQUIPMENT IN THE AMOUNT OF \$40,995.

Todd Jenson, Assistant City Manager, advised that the City accepted bids for six scoreboards for the Girls Softball Association fields at Buck Thomas Park. Staff recommended awarding the bid to Moody Scoreboards and Equipment as the low bidder in the amount of \$40,995. Mr. Jenson stated that the item was budgeted and would be paid for using hotel/motel and ¼ cent sales tax funds. He indicated that staff anticipated the scoreboards being installed by the 2018 softball season.

Councilman Blair moved to award Bid No. 1718-02 "Six Scoreboards for Girls Softball" to Moody Scoreboards and Equipment in the amount of \$40,995, second by Councilman Cavnar. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER AWARDING BID NO. 1718-03 "TWELVE BLEACHERS FOR BUCK THOMAS BASEBALL FIELDS" TO SCHULTZ INDUSTRIES, INC. IN THE AMOUNT OF \$47,047.20.

Todd Jenson, Assistant City Manager, advised that the City solicited bids for twelve bleachers for the baseball fields at Buck Thomas Park and received eight responses. Staff recommended awarding the bid to Schultz Industries, Inc. in the amount of \$47,047.20. Mr. Jenson indicated that the bleachers should be received and installed by City crews by the start of the 2018 baseball season. He advised that hotel/motel and ¼ cent sales tax funds would be used for purchase of the bleachers.

Councilman Blair moved to award Bid No. 1718-03 "Twelve Bleachers for Buck Thomas Baseball Fields" to Schultz Industries, Inc. in the amount of \$47,047.20, second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER ADOPTING RESOLUTION NO. 888(17) ESTABLISHING THE 9-1-1 EMERGENCY TELEPHONE FEE RATE FOR CALENDAR YEAR 2018.

Brooks Mitchell, City Manager, stated that Agenda Items No. 5 and 6 were companion items necessary due to a statutory change regarding the collection and distribution of 9-1-1 fees. Mr. Mitchell advised that the telephone companies used to collect the fees and forward them to ACOG; however, now they send the fees to the Oklahoma Tax Commission. He stated that approval of Agenda Item No. 5 sets the 9-1-1 fee rate equal to the amount set by state law. Approval of Agenda Item No. 6 would authorize the Oklahoma Tax Commission to forward the fees to ACOG for operation of the 9-1-1 system as opposed to the money being forwarded to the City of Moore.

Councilman Hamm moved to adopt Resolution No. 888(17) establishing the 9-1-1 Emergency Telephone fee rate for calendar year 2018, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER ADOPTING RESOLUTION NO. 889(17) AS THE AUTHORIZED RECIPIENT OF ANY AND ALL 9-1-1 FEES AND TAXES UNDER OKLAHOMA LAW, DOES HEREBY, FOR GOOD AND VALUABLE CONSIDERATION, GRANT AND CONVEY UNTO 9-1-1 ACOG ALL OF ITS RIGHT, TITLE, INTEREST, ESTATE AND EVERY CLAIM AND DEMAND BOTH AT LAW AND IN EQUITY, IN AND TO, ALL OF THE FOLLOWING PROPERTY: 100% OF ALL FEES AND TAXES FOR THE PROVISIONING OF 9-1-1 EMERGENCY TELEPHONE SERVICE, TO WHICH IT MAY BE ENTITLED FROM ANY TELEPHONE SERVICE PROVIDER, OR THE OKLAHOMA TAX COMMISSION OF THE STATE OF OKLAHOMA, AS AUTHORIZED UNDER THE STATUTORY AUTHORITY OF TITLE 63 OKLAHOMA STATUTES, OR ANY OTHER LEGAL AUTHORITY; TOGETHER WITH ALL THE SINGULAR RIGHTS THEREUNTO BELONGING, FOR THE DURATION AND BALANCE OF THE ENTIRE FISCAL YEAR ENDING JUNE 30, 2018.

Councilman Hamm moved to adopt Resolution No. 889(17), second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN NORMAN, OKLAHOMA CITY, AND MOORE FOR JOINT PUBLIC EDUCATION EFFORTS IN AN AMOUNT NOT TO EXCEED \$5,000 TO COMPLY WITH THE LAKE THUNDERBIRD TOTAL MAXIMUM DAILY LOAD ("TMDL") COMPLIANCE PLAN AS APPROVED BY THE OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY ("ODEQ").

Elizabeth Weitman, Community Development Director, stated that the approved Lake Thunderbird TMDL Compliance and Monitoring Plan administered by the Oklahoma Department of Environmental Quality ("DEQ") required the cities of Moore, Norman, and Oklahoma City to undertake public education activities in an effort to reduce the amount of pollutants being released into the Lake Thunderbird watershed. Since the plan was approved, the stormwater managers from each city met to determine what activities or tasks the cities could work on together. Public education was determined to be an area in which the three cities could provide a unified public education campaign towards the same goal. Approval of the proposed Memorandum of Understanding would set an amount not to exceed \$5,000 for each city to go toward market research and analysis to determine a target audience, a logo design, a branding identity package, and website development. Any remaining funds would be used for advertising and events. The Lake Thunderbird Task Force would be branded and the City of Norman agreed to host a webpage that would not be specific to any particular city.

Mayor Lewis asked if the education efforts were mandatory and how long they needed to continue. Ms. Weitman stated that the Lake Thunderbird Conservancy District filed a lawsuit against the cities of Moore, Norman, and Oklahoma City. The lawsuit was settled and the DEQ appointed to oversee compliance with the judge's ruling. This requirement would be necessary until Lake Thunderbird was removed from the impaired water list. Ms. Weitman stated that the timeframe was dependent upon how quickly citizens

could be educated not to put items such as pesticides, grass clippings, motor oil, and trash into the watershed.

Councilman Hamm asked if the City was testing our portion of the runoff. Ms. Weitman indicated that testing was part of the requirement of the Lake Thunderbird TMDL Order. A plan was approved by City Council approximately a year ago that included testing along with the other requirements listed under the order. The stormwater discharge would be monitored by Veolia where it entered the city limits of Norman. Because this was the first year under the order, testing had been done only once. She noted that over time the additional data would be compared to determine if the City's efforts were having an impact. This information would be beneficial in working on a solution to the problem.

Councilman Blair moved to approve a Memorandum of Understanding between Norman, Oklahoma City, and Moore for Joint Public Education Efforts in an amount not to exceed \$5,000 to comply with the Lake Thunderbird Total Maximum Daily Load ("TMDL") Compliance Plan as approved by the Oklahoma Department of Environmental Quality ("ODEQ"), second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER APPROVAL OF RESOLUTION NO. 890(17) SELECTING GARVER ENGINEERING TO PERFORM CITY-WIDE BRIDGE INSPECTIONS FOR THE 2018-2020 ODOT BRIDGE INSPECTION CONTRACT.

Elizabeth Weitman, Community Development Director, advised that the Oklahoma Department of Transportation ("ODOT") requires the inspection of all off-system bridges every other year. Ms. Weitman stated that this would include local bridges on residential or collector streets. She stated that ODOT provides funding for the inspections along with a list of qualified engineers from which the City can choose a firm. Ms. Weitman advised that she interviewed Lochner, Kimley-Horn, and Garver Engineering along with Public Works Director Richard Sandefur and Assistant Community Development Director Danny Vise. City staff recommended Garver Engineering for the 2018-2020 bridge inspection contract. Ms. Weitman noted that staff recommended a different engineering firm for each contract since all of the engineering firms were qualified to do the inspections.

Councilman Hamm asked how many bridges were included in the inspection. Ms. Weitman stated that a few bridges were added since the last inspection cycle making the total number of bridges approximately 23 or 24.

Councilman Blair moved to approve Resolution No. 890(17) selecting Garver Engineering to perform City-wide bridge inspections for the 2018-2020 ODOT Bridge Inspection Contract, second by Councilman Cavnar. Motion carried unanimously.

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

Agenda Item Number 9 being:

APPROVE AN INTERLOCAL AGREEMENT WITH THE CITY OF OKLAHOMA CITY FOR GRADING, DRAINAGE, AND SURFACING OF CERTAIN STREETS WITHIN THE RESPECTIVE COMMUNITIES.

Stan Drake, Assistant City Manager, stated that the proposed Interlocal Agreement was similar to the one that the City approves annually with Cleveland County. Mr. Drake indicated that during the past year there have been two projects involving the City of Oklahoma where the contract would have been beneficial. One was a sidewalk project along on SW 19th west of Santa Fe. A drainage problem occurred at the end of the project at the City limit line. The problem had not been resolved and the students from the Oklahoma City side of the project were having difficulty getting to the protected crosswalk at the traffic light. The second was a resurfacing project of two miles of roadway on SE 19th between Bryant and Sunnyslane. The Sunnyslane intersection was left rough because the east half of the intersection was in Oklahoma City. Although both cities were agreeable to fixing the problem there was not a contract in place to address this type of situation.

Councilman Blair moved to approve an Interlocal Agreement with the City of Oklahoma City for grading, drainage, and surfacing of certain streets within the respective communities, second by Councilman Webb. Motion carried unanimously.

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

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

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) Receive and approve the minutes of the regular Moore Public Works Authority meeting held November 6, 2017.
- B) Approve and ratify claims and expenditures for FY 2017-2018 in the amount of \$457,398.97.

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

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:50 P.M.

Agenda Item Number 11 being:

CONSENT DOCKET:

- A) Accept the minutes of the regular Moore Risk Management meeting held November 6, 2017.
- B) Approve and ratify claims and expenditures for FY 2017-2018 in the amount of \$156,770.72.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN TERRY CAVNAR PRESIDING AT 6:51 P.M.

Agenda Item Number 12 being:

ROLL CALL

PRESENT: McKenzie, Blair, Hunt, Lewis, Webb, Hamm, Cavnar
ABSENT: None

Agenda Item Number 13 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD OCTOBER 16, 2017.
- B) RECEIVE AND APPROVE THE MINUTES OF THE SPECIAL MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD NOVEMBER 6, 2017.

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

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:52 P.M.

Agenda Item Number 14 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 Cavnar commented that the street construction project on Telephone Road and the 19th Street Bridge street striping projects looked good.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised the City Council of the following items:

- Fairmoore Park reopened.
- Attended an ACOG meeting on the rail corridor. Their initial plan calls for a stop at Central Park and another somewhere on 19th Street in Moore. Mr. Mitchell suggested a better location for the second stop would be 34th Street. Council will be updated as information becomes available. Councilman Hamm commented that the City made a significant investment in order to be one of the cities involved in the planning of the rail corridor. He suggested that it was a three to four year commitment in funds and recommended that the City make sure the rail corridor would come to fruition prior to investing more money.
- Reopening of the newly renovated Moore Faith Medical Clinic located by Serve Moore. They now have adequate space to serve the citizens of Moore. The clinic is opened on Thursday nights and the third Saturday of every month.
- Johnnie's Charcoal Broiler groundbreaking was held November 16, 2017. Acknowledged Deidre Ebrey's efforts in working toward obtaining new retailers.

Agenda Item Number 15 being:

EXECUTIVE SESSION:

- A) CONSIDER APPROVAL OF THE FISCAL YEAR 2017-2018 CONTRACT BETWEEN THE CITY OF MOORE AND THE I.A.F.F. LOCAL 2047 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).
- B) CONVENE TO EXECUTIVE SESSION.

Councilman Blair moved to convene to executive session, second by Councilwoman McKenzie. Motion carried unanimously.

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

The City Council convened into executive session at 6:55 p.m.

- C) RECONVENE FROM EXECUTIVE SESSION

PRESENT: McKenzie, Blair, Hunt, Cavnar, Webb, Hamm, Lewis
ABSENT: None

The City Council reconvened from executive session at 7:02 p.m.

- D) ACTION.

- A) CONSIDER APPROVAL OF THE FISCAL YEAR 2017-2018 CONTRACT BETWEEN THE CITY OF MOORE AND THE I.A.F.F. LOCAL 2047 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).

Councilman Blair moved to approve the Fiscal Year 2017-2018 contract between the City of Moore and the I.A.F.F. Local 2047, second by Councilman Cavnar. Motion carried unanimously.

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

Agenda Item Number 16 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:03 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ADAM WEBB, MPWA Secretary

FOR:

MARK HAMM, MEDA Secretary

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

ATTEST:

LINDA STEWART, City Clerk