

**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  
MAY 15, 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 May 15, 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, Webb, Lewis  
ABSENT: Cavnar, Hamm

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Stan Drake; Assistant City Manager, Todd Jenson; City Attorney, Randy Brink; Associate Planner/Grants Manager, Jared Jakubowski; Community Development Director, Elizabeth Weitman; 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; Police Chief, Jerry Stillings; Sgt. Rebecca Miller; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and Assistant to Finance Director/Deputy City Clerk, Katie Berhalter. The meeting was recorded by Ms. Berhalter.

Mayor Lewis presented a proclamation declaring May 21-27, 2017 as Emergency Medical Services Week to Dr. Patrick Cody, Medical Director with EMSStat, and Eddie Sims, Chief of EMSStat EMS. Mayor Lewis stated that the City sincerely appreciated the service that EMSStat provided to the citizens and looked forward to a long working relationship with them. Ms. Sims indicated that they were excited to have the opportunity to serve the community and to work with the other public safety agencies here. He advised that EMSStat was a hybrid agency combining public safety and health care. Since October 2015 they have responded to over 6,800 calls and transported more than 5,000 patients. He commended the Moore Police Department and the Moore Fire Department for their assistance on-scene. Mr. Sims added that the care provided to the patients before their arrival made a real difference in the medical outcomes. Mr. Sims stated that they were happy to be a part of the public safety community and enjoyed the relationships they have developed here.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MAY 1, 2017.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD APRIL 4, 2017.
- C) DECLARE A 2008 FORD PICKUP (VIN NO. FAFP71VX8X18054), A 1980 CHEVY PICKUP (VIN NO. CKX34A1148125) AND A 2004 FORD TAURUS (VIN NO. 1FAP52U74A139843) AS SURPLUS.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$2,194,772.68.

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

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

**Agenda Item Number 3 being:**

CONSIDER THE APPOINTMENT OF COUNCILWOMAN HUNT, COUNCILWOMAN MCKENZIE, PLANNING COMMISSIONER KENNETH JAREMA, PARKS BOARD MEMBER CHARLES PAYNE, AND CITIZEN REPRESENTATIVE JAYME SHELTON TO SERVE ON A COMMITTEE TO OVERSEE THE 34TH STREET BRIDGE ARTWORK.

Mayor Lewis expressed his appreciation to the new board members for their willingness to serve.

**Councilman Webb moved to appoint Councilwoman Hunt, Councilwoman McKenzie, Planning Commissioner Kenneth Jarema, Parks Board Member Charles Payne, and citizen representative Jayme Shelton to serve on a committee to oversee the 34th Street Bridge artwork, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER AUTHORIZING THE PURCHASE OF A JOINT SEALING MACHINE OFF STATE CONTRACT NO. SW195 IN THE AMOUNT OF \$59,841.21.

Richard Sandefur, Public Works Director, advised that the proposed joint sealing machine would be used to seal one to three inch cracks in the asphalt and concrete roadways. Mayor Lewis asked if the City purchased a joint sealing machine a few years ago. Mr. Sandefur confirmed that the City had previously purchased a machine; however, it is used to fill cracks one-inch or less in size.

**Councilman Blair moved to authorize the purchase of a joint sealing machine off State Contract No. SW195 in the amount of \$59,841.21, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER ADOPTION OF RESOLUTION NO. 855(17) APPROVING THE CITY OF MOORE COMPREHENSIVE PLAN KNOWN AS "ENVISION MOORE 2040".

Elizabeth Weitman, Community Development Director, stated that the City retained Guernsey & Associates eighteen months ago for preparation of the proposed comprehensive plan update known as Envision Moore 2040. Ms. Weitman indicated that Guernsey put together a team of professionals who contributed to the plan along with input from citizens within the community. She advised that the Planning Commission reviewed the document in detail during three separate meetings before approving the plan on May 9, 2017. Ms. Weitman stated that an overview of the plan would be presented by Meg Nealon with Land Design and Paul Ryckbost with Guernsey & Associates who were in attendance at the meeting.

Ms. Nealon commended the City Council for their participation during the planning process which involved collection of ideas and goals, development of policies and recommendations, and implementation. She noted that opportunities for public input were made available throughout the project.

**IDEAS AND GOALS:**

Ms. Nealon indicated that a survey was obtained and the results indicated that participants love the community but had issues involving transportation, mobility, and connectivity they would like to see addressed. They also recognized that Old Town vibrancy and neighborhood preservation were important in the long-term. Another issue appeared to be road and intersection improvements as a response to traffic congestion. Ms. Nealon stated that when asked what the vision was for Moore the responses indicated that people liked the small town feel and wanted it preserved; however, they want carefully planned growth to minimize negative impacts. She stated that people view Moore as a great place to live and raise a family; however, there are things about the character and culture that should come across in the development. They like local establishments instead of big retail chains that can distinguish Moore from the rest of the region.

**RECOMMENDATIONS:**

Emphasis was placed throughout the plan on congestion management, walkability/connectivity, and stormwater quality.

**Land Use:**

- Balanced Growth and Economic Development. Retail growth with office uses and services that would go along with residential development was encouraged. Heavy emphasis was placed on mixed uses. Thoughtfully planned development with mixed uses connected in such a way that people can access services and shopping close to where they live.
- Create a vibrant Old Town. Should include civic anchors with things to do that bring the community together allowing for the appreciation of historic and community assets. Making them feel more connected. Ms. Nealon stated that regulations must support this plan by creating the space in which to have the experience. There are a good mix of uses in the downtown area. You

should also see landmarks or anchors within the network. Streetscape and quality of the streets should support the movement of pedestrians, cars, and bicyclists.

- Promote development that is attractive in appearance and reflects Moore's character.

#### Housing and Neighborhoods

- Promote a variety of quality, affordable housing options. They can be clustered together with amenities complimenting different types of housing.

#### Open Space and Natural Resources

- Protect the natural environment, restore water quality, and manage storm water. Bring open space to the forefront. When it can be integrated into the development pattern it can lend itself as an amenity within the community.

#### Parks and Recreation

- Ms. Nealon indicated that the plan was intended to build on the Parks and Recreation Master Plan and identify opportunities for private participation, which includes a fee in lieu option, as development continues.

#### Transportation

- Transform street within the network to ensure accessibility to vehicles, pedestrians, and bicyclists. This could be complimented using an off-road trail system or sidewalk.

Ms. Nealon stated that development should be laid out in such a way that compatible uses have positive relationships between them. There are a network of streets that would introduce different types of traffic with the integration of green space and civic anchors, such as schools, being an important element in the mix. Neighborhoods should have housing choices all within walking distance with shops, services, and perhaps offices. She noted that some of the emphasis on policies was taking the community toward the ability to support this type of development which is becoming more popular across the United States. She advised that a land use map was developed as part of the plan that included a diversification of land uses and land use descriptions. Some of the most recent changes clarified what could be expected in each area. The Employment Mixed Use is an area that could be thought of as an office campus where it is a hub of activity for employment. Those areas are more competitive when they are close to residential development and have some supporting uses, such as restaurants and dry cleaners, in close proximity. Traditional Commerce was designated in a few areas to deal with a mixture of heavy commercial and light industrial uses with some supporting office space. It has an employment feel but is an area that benefits from highway visibility which is locating by similar uses orientated away from neighborhoods. Open Space Residential was designed to preserve the rural character of the area by incorporating it into the development pattern in a way that creates an amenity such as large lot development or a set aside of more open space with less units per acre. The plan describes Priority Open Space areas and Accessible Open Space areas. Priority Open Space is the areas that provide storm water capacity function and water quality such as stream corridors, floodplains, or riparian buffers. They do not need to be areas that are inaccessible. Accessible Open Space areas should contain a percentage of amenities such as community parks, pocket parks, and playgrounds. Ms. Nealon indicated that there was not much change to the Urban Residential and Multi-Family Residential areas. She pointed out that in Urban Residential they have up to seven dwelling units per acre detached, and fifteen dwelling units per acre attached. That is what you would see on the high end for town homes. The Multi-Family Residential would contain over 15 dwelling units per acre which would still be the subject of a PUD. A Neighborhood Preservation District would limit

encroachment by limiting what commercial development could do in site size, building size, and operations. She stated that it would have a subset of commercial uses that would meet neighborhood compatibility. Ms. Nealon stated that after discussions at the Planning Commission and the joint meeting with the City Council a revised map was prepared. After completing the review of the plan Ms. Nealon thanked the City Council for their attention.

Ms. Weitman indicated that the comprehensive plan laid out a framework; however, once the plan was approved staff would begin working on ordinances incorporating the changes to the plan. She believed that the plan offered a lot of flexibility for developers yet included amenities that have not been required to date.

Councilman Webb expressed his appreciation to everyone for their hard work on the plan.

**Councilman Blair moved to adopt Resolution No. 855(17) approving the City of Moore Comprehensive Plan known as "Envision Moore 2040", second by Councilwoman McKenzie. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:59 P.M.**

**Agenda Item Number 6 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MAY 1, 2017.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$753,240.89.

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

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

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

**Agenda Item Number 7 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MAY 1, 2017.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$216,627.99.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH VICE-CHAIRMAN ADAM WEBB PRESIDING AT 7:01 P.M.**

**Agenda Item Number 8 being:**

ROLL CALL

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

**Agenda Item Number 9 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD APRIL 17, 2017.

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

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:02 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.

Councilwoman McKenzie thanked Jared Jakubowski, Associate Planner/Grants Manager, and staff for working putting up a digital survey on-line so quickly.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

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

- Thanked Elizabeth Weitman, Community Development Director, and her staff for their hard work on the Envision Moore 2040 comprehensive plan.
- Advised that an odor control mechanism had been installed at 34<sup>th</sup> and Broadway and would be operational in approximately one month.

**Agenda Item Number 11 being:**

ADJOURNMENT

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

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

**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:

---

KATIE BERHALTER, Deputy City Clerk