

**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
AUGUST 21, 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 August 21, 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, Hamm, Lewis
ABSENT: Webb

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; Finance Director, Betty Koehn; Fire Chief, Gary Bird; Human Resources/Risk Management Director, Gary Benefield; Loss Control Officer, Brian Miller; Manager of Information Technology, David Thompson; Police Chief, Jerry Stillings; Sergeant, Troy Fullbright; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and Assistant to Finance Director/Deputy City Clerk, Katie Berhalter.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD AUGUST 7, 2017.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD JULY 10, 2017.
- C) DECLARE A 1995 FORD TRUCK (VIN NO. 1FTHF25H5SNB26212) AND A 2004 FORD TRUCK (VIN NO. 1FTNF20L04EB25423) AS SURPLUS.
- D) APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE CLEVELAND COUNTY SHERIFF'S DEPARTMENT FOR STORAGE OF A BACKUP SERVER AT THE CLEVELAND COUNTY DETENTION CENTER LOCATED AT 2550 W. FRANKLIN ROAD, NORMAN, OKLAHOMA.
- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$468,585.44; AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$2,148,699.88.

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

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

Agenda Item Number 3 being:

DISCUSS AND RECEIVE PUBLIC INPUT REGARDING A PROPOSAL TO PROHIBIT ON-STREET PARKING ALONG S. SILVERLEAF DRIVE.

Brooks Mitchell, City Manager, indicated that John Hanes, a resident of Moore, attended several City Council meetings to request that on-street parking be prohibited along S. Silverleaf Drive. The item was placed on the agenda at the request of the City Council to hear comments from the residents living in the area.

Jane Williams, 916 SE 14th, Double G Ranch Addition, stated that although she did not live along S. Silverleaf Drive, she did live in an area with narrow streets which create safety issues when individuals park along both sides of the road. She stated that it was also more difficult to see children playing in the area because parked cars obstruct her view. Ms. Williams requested that the City Council limit on-street parking in neighborhoods within the City that have narrow streets.

John Hanes, 301 S. Silverleaf Drive, reiterated his concerns that on-street parking in his neighborhood prevented emergency personnel from being able to maneuver down the street in the event of an emergency. Mr. Hanes commented that a public roadway should be not used as parking lot. Residents in the area can install an additional driveway on which to park their cars instead of parking them on the street. Mr. Hanes also advised of a problem with high school students speeding through his neighborhood. Mayor Lewis asked Mr. Hanes his opinion regarding possible solutions to the problems he mentioned. Mr. Hanes recommended erecting no parking signs from 5:00 p.m. to 7:00 a.m. He stated that during the daytime hours there was not a problem because everyone was at work. Mr. Hanes repeated many of the concerns he voiced during previous meetings.

Councilwoman McKenzie stated her belief that the majority of the residents did not want the City to prohibit on-street parking and that she did not want to set this type of precedent. Mr. Hanes stated that the Nextdoor social media site for their community included comments from individuals who did not like on-street parking. Councilwoman Hunt felt that the City would see as many comments from individuals who wanted on-street parking if it appeared the City Council was going to prohibit it. Mr. Hanes stated that he invited conversation regarding the subject with his neighborhood and had invited them to City Council Meetings, but he said they did not want to participate and wanted everything left as it was. Mr. Hanes felt that on-street parking was in violation of the City's traffic ordinances by impeding the flow of traffic and obstructing the view. Councilwoman McKenzie commented that she did not see it as a safety issue. She asked Mr. Hanes about the possibility of prohibiting traffic on one side of the roadway. Mr. Hanes felt that on-street parking should be prohibited on both sides of the street since parked cars made it difficult for him to exit his driveway. Councilwoman Hunt commented that the City Council was trying to come up with a workable compromise. Councilman Hamm suggested that the City continue monitoring the situation and recommended that Mr. Hanes contact the police department if someone blocked his driveway. Councilwoman McKenzie felt it was sometimes necessary for individuals to park on the street; however, she also understood Mr. Hanes' concerns. Councilman Cavnar asked that the police and fire departments look into the situation and determine if there was something that could be done to remedy

the situation. He stated that he was opposed to prohibiting on-street parking. Brooks Mitchell, City Manager, stated that staff would review the situation and would report back to the City Council.

There was no action taken on the item.

Agenda Item Number 4 being:

RECEIVE THE ANNUAL 2017 STORMWATER QUALITY PROGRAM REPORT.

Elizabeth Weitman, Community Development Director, indicated that staff was required to present an annual report to the City Council regarding the City's Stormwater Quality Program. The report covered the period from January 1, 2017 through June 30, 2017. Ms. Weitman noted that future reports would cover a 12-month period after transiting was made from a calendar year to a fiscal year reporting period. She stated that the stormwater quality program consisted of several items pertaining to stormwater quality that the City must accomplish in order to show compliance with state and federal law. The report gives a brief overview of the accomplishments made over the past six months and what was anticipated to occur over the next 12 months. The Environmental Protection Agency ("EPA") and the Oklahoma Department of Environmental Quality ("ODEQ") requires the Stormwater Quality Program to include public education and public involvement activities, pollution inspection programs, construction and post-construction stormwater management, and good housekeeping measures. The following accomplishments were included in the 6-month reporting period:

- The City prepared three handouts covering pet waste, septic tanks and gas station pollution prevention which were posted to the City's website. Three newsletter articles were published. A Stormwater 101 presentation was made at Central Elementary School where 65 children were educated on stormwater quality. The City installed 32 stormdrain inlets with the message "Drains to Creek – Don't Pollute".
- Inspected 90 pollution violations
- Reviewed and processed 142 erosion control plan reviews for new construction.
- Training Public Works, Parks Maintenance, Veolia, and Silver Star employees on pollution prevention.
- Removed siltation from ditches and storm catch basins.

Ms. Weitman indicated that in addition to the normal activities for FY 2017-2018 staff would focus on ordinance reviews to determine if updates were required. They would review and update City standards to allow low impact development options for developers which would reduce the amount of pollution from the site. She advised that they were planning on expanding elementary school education programs by adding new activities and expanding to other schools. They would also continue to map the storm sewer system using GIS technology.

Mayor Lewis asked if the City was in compliance with DEQ requirements. Ms. Weitman confirmed the City's compliance. She noted stormwater discharge testing began in order to establish a base level. In the future testing levels from the stormwater discharges would be included in the report.

No action was taken on the item.

Agenda Item Number 5 being:

CONSIDER APPROVAL OF A CONTRACT WITH THE MOORE PUBLIC SCHOOL DISTRICT IN THE AMOUNT OF \$309,345.49 TO PROVIDE SEVEN UNIFORMED SCHOOL RESOURCE OFFICERS FOR FY 17-18.

Police Chief Jerry Stillings advised that the proposed contract renewal with the Moore Public School District would provide seven school resource officers to serve three junior highs and two high schools. Chief Stillings stated that the Moore Public School system funded 65% of the cost totaling \$309,345.49. The City's cost would be \$166,570.65. He advised that the school board approved the contract at their last board meeting held August 14, 2017. Staff recommended approval of the contract.

Councilwoman Hunt moved to approve a contract with the Moore Public School District in the amount of \$309,345.49 to provide seven uniformed school resource officers for FY 17-18, second by Councilman Blair. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 7:00 P.M.

Agenda Item Number 6 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD AUGUST 7, 2017.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$852,768.38; AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$269,400.66.

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

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

Agenda Item Number 7 being:

CONSIDER APPROPRIATING \$500,000 FROM THE \$1,750,000 BUDGETED FOR HEALTH BENEFITS, GENERAL LIABILITY, AND WORKER'S COMPENSATION; AND TRANSFER SAID FUNDS TO A SEPARATE LINE ITEM FOR WORKER'S COMPENSATION.

Betty Koehn, Finance Director, advised that the proposed transfer of funds would allow the City to comply with the Oklahoma Workers' Compensation Commission's requirement that municipalities identify separately worker's compensation funding. Ms. Koehn indicated that the transfer would not change the total budgeted amount for the Moore Public Works Authority.

Trustee Blair moved to approve appropriating \$500,000 from the \$1,750,000 budgeted for health benefits, general liability, and worker's compensation; and transfer said funds to a separate line item for worker's compensation, second by Trustee Hunt. Motion carried unanimously.

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

MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:02 P.M.

Agenda Item Number 8 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD AUGUST 7, 2017.
- B) RATIFY ACTION OF THE MOORE PUBLIC WORKS AUTHORITY ON THE TRANSFER OF \$500,000 FROM THE \$1,750,000 BUDGETED FOR HEALTH BENEFITS, GENERAL LIABILITY, AND WORKER'S COMPENSATION; AND TRANSFER SAID FUNDS TO A SEPARATE LINE ITEM FOR WORKER'S COMPENSATION
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$274,748.20.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN TERRY CAVNAR PRESIDING AT 7:03 P.M.

Agenda Item Number 9 being:

ROLL CALL

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

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JULY 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, Hamm, Cavnar
Nays: None
Absent: Webb

THE 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 11 being:

NEW BUSINESS:

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

Rebekah Franklin, 239 N. Eastern, Apartment H, expressed her appreciation to the City for the work on the sidewalk and crosswalks located on SE 4th Street by Highland East Junior High. Ms. Franklin was disabled and the improvements made it easier for her to navigate and cross the road safely.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilman Hamm asked what the attendance was on the Down Payment and Closing Cost Assistance Program workshops. Brooks Mitchell, City Manager, stated that the first and second workshops were held with over 60 people in attendance at each meeting. He added that around 31 applications were received.

Councilman Hamm commented on the need for various businesses in the area of 12th and Janeway to work on their exterior maintenance. He noted that one business had plywood covering a large window in their building for the past four or five years. Brooks Mitchell, City Manager, stated that he would have staff check into the situation.

Mayor Lewis asked about the status of the homestead cabin located on the January property that was to be used as part of an effort to preserve the history of Moore. He understood there was a problem in determining its future location and wondered if a committee should be appointed to assist in that effort. Councilman Hamm advised that there a committee formed to promote and preserve the history of Moore that was comprised of citizens, staff members, Parks Board members, and City Council members. He commented that it would be helpful to add more citizens and asked that interested individuals should contact the City regarding sitting on the committee.

Councilman Canvar asked City Attorney, Randy Brink, if there was an ordinance preventing someone from blocking the approach to a mailbox. Mr. Brink indicated that the City did not have an ordinance to that effect. Mayor Lewis asked if the situation should be addressed. Councilman Canvar suggested that staff poll surrounding communities to see if they have an ordinance.

Councilman McKenzie advised that the Bridge Art Committee would be meeting on August 22, 2017 and hoped to have information on the design of the 34th Bridge to share soon.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, announced that on August 24, 2017 and August 28, 2017 the intersection at 19th and Bryant would be closed between 9:30 a.m. and 2:00 p.m. for a resurfacing project. The timing was chosen to allow traffic during regular work and school hours. Councilwoman McKenzie asked if Heritage Trails Elementary School had been notified. Mr. Mitchell stated that the project was on the City's website and he would ensure the school was notified.

Agenda Item Number 12 being:

EXECUTIVE SESSION:

- A) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE FRATERNAL ORDER OF POLICE (“FOP”) LODGE 131 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).
- B) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, CONSIDER TAKING POSSIBLE ACTION REGARDING PENDING CLAIM BY MARLENE REQUA AGAINST THE CITY OF MOORE; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY OF MOORE, AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).
- C) CONVENE TO EXECUTIVE SESSION.

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

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

The City Council convened into executive session at 7:10 p.m.

- D) RECONVENE FROM EXECUTIVE SESSION

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

The City Council reconvened from executive session at 7:26 p.m.

- E) ACTION.

- A) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE FRATERNAL ORDER OF POLICE (“FOP”) LODGE 131 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).

Councilwoman Hunt moved to authorize staff to proceed as directed regarding negotiations between the City of Moore and the Fraternal Order of Police Lodge No. 131, second by Councilman Blair. Motion carried unanimously.

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

- B) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, CONSIDER TAKING POSSIBLE ACTION REGARDING PENDING CLAIM BY MARLENE REQUA AGAINST THE CITY OF MOORE; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY OF MOORE, AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).

Councilwoman Hunt moved to deny pending claim filed by Marlene Requa against the City of Moore and directed legal counsel and staff to take action as necessary and appropriate in the interest of the City of Moore as authorized by 25 Okla. Stat. § 307(B)(4), second by Councilman Cavnar. Motion carried unanimously.

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

Agenda Item Number 13 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:28 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