

**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 19, 2018 – 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 19, 2018 at 6:30 p.m. with Vice-Mayor Jason Blair 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

Louie Williams
Councilman, Ward III

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

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Stan Drake; Assistant City Manager, Todd Jenson; City Attorney, Randy Brink; Assistant City Attorney, Brian Miller; 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 Director, Christine Jolly; Manager of Information Technology, David Thompson; Assistant Police Chief, Todd Strickland; Police Sergeant, Jeremy Lewis; Project-Grants Manager (Capital Planning & Resiliency), Kahley Gilbert; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and City Clerk, Vanessa Kemp.

Darran Scott with Guernsey and Associates indicated that his firm was retained by the City to work on the Envision Moore 2040 Comprehensive Plan. Mr. Scott stated that his firm submitted the Plan to the American Planning Association ("APA") and to the American Society of Landscape Architects ("ASLA") for consideration of an award. Mr. Scott announced that the Plan was awarded The 2018 Outstanding Plan Award from the APA and a certificate from ASLA. The awards were presented to Vice-Mayor Blair who accepted them on behalf of the City.

Todd Jenson, Assistant City Manager, advised that the Parks and Recreation Department received two awards at the Oklahoma Recreation and Parks Society Annual Conference. Mr. Jenson also stated that this was the first year that Moore participated in the Park Maintenance Rodeo. Team members included Mark Alexander, Harry McConnell, Dustin Enyart, and Brent Grooms. He announced that Dustin Enyart won first place and Brent Grooms won second place in their respective events.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD NOVEMBER 5, 2018.
- B) ACCEPT PUBLIC WATER AND SEWER IMPROVEMENTS FOR FRITTS FARM ADDITION, SECTION 4, BEING SOUTH OF SW 19TH STREET AND WEST OF S. TELEPHONE ROAD.
- C) ACCEPT PUBLIC WATER AND SEWER IMPROVEMENTS FOR NORTHMOORE DUPLEX ADDITION, BEING SOUTH OF NE 27TH STREET AND EAST OF N. BROADWAY AVENUE.
- D) DECLARE A 2003 CHEVY TRAILBLAZER (VIN 1GNDS13S532260361) AS SURPLUS TO BE RETURNED TO THE DISTRICT ATTORNEY’S OFFICE AS A SEIZED VEHICLE; AND DECLARE A 2006 DODGE MAGNUM (VIN 2D4FV47106H416852), AND TWO 2010 FORD EXPLORERS (VIN 1FMEU7DE9AUA99190 AND VIN 1FMEU7DE2AUA99189) AS SURPLUS TO BE SOLD AT PUBLIC AUCTION.
- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$2,510,928.06.

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

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

Agenda Item Number 3 being:

CONSIDER APPROVAL OF PHASE I OF THE I-35 CORRIDOR STUDY.

Brooks Mitchell, City Manager, stated that staff was requesting approval of the draft recommendations from Phase One of the I-35 Corridor Study so that Phase Two of the study could commence.

Councilwoman McKenzie moved to approve Phase I of the I-35 Corridor Study, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER APPROVAL OF A CONTRACT WITH FELLERS SNIDER, ATTORNEYS AT LAW, FOR REPRESENTATION OF THE CITY IN PENDING LITIGATION AGAINST OPIOID MANUFACTURERS, DISTRIBUTORS, AND OTHER POTENTIAL DEFENDANTS RESPONSIBLE FOR THE OPIOID EPIDEMIC.

Brooks Mitchell, City Manager, requested that Agenda Item No. 4 be tabled. Mr. Mitchell advised that he had additional information which he needed to share with the City Council before the item was considered.

Councilman Hamm moved to table Agenda Item No. 4, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER AUTHORIZING STAFF TO SOLICIT PROPOSALS FOR THE FINANCING OF POLICE RECORDS MANAGEMENT AND POLICE COMPUTER AIDED DISPATCH (“CAD”) SOFTWARE.

Brooks Mitchell, City Manager, stated that the City had been working on a Police Records Management and Computer Aided Dispatch software package for the past several months. Mr. Mitchell advised that the City initially wanted to work with Cleveland County in a joint bid in order to reduce costs; however, it was determined that this option was not feasible. Staff was requesting authorization to finance the software over a period of four years using the ½ cent sales tax revenues. This would allow the City to purchase six police vehicles each year along with the other emergency equipment requested for the fiscal year.

Councilman Hamm requested additional information on the software. David Thompson, Manager of Information Technology, stated that the software would replace 20 year old records and dispatch software. He noted that the company the software was purchased from was bought out twice and they no longer support the product. Mr. Thompson indicated that the new software included a case management system which would assist the police detectives in managing their cases. Councilman Williams asked for the type of database to be used for the records management software and whether it would have onsite or offsite storage. Mr. Thompson advised that it was a sequel database with onsite storage. Councilman Williams asked if there was a redundancy plan. Mr. Thompson advised the City has an internet connection to the Cleveland County Jail and staff backs everything up to the server there.

Councilman Hamm asked if the software would allow Moore to interface with Norman, Oklahoma City, and the Oklahoma Highway Patrol. Mr. Thompson stated that this software was not intended to interface with other law enforcement agencies. He indicated that the City has another software program that interfaces with most of the local municipalities, except for Oklahoma City, which is useful when determining mutual aid capability.

Councilman Williams moved to authorize staff to solicit proposals for the financing of police Records Management and police Computer Aided Dispatch (“CAD”) software, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER THE PURCHASE OF STRUCTURAL FIREFIGHTING GEAR FOR NEW EMPLOYEES AND TO REPLACE WORN AND OUTDATED GEAR FROM CASCO OFF STATE CONTRACT NO. SW241 IN AN AMOUNT NOT TO EXCEED \$22,979, USING BUDGETED FUNDS.

Fire Chief Bird stated that the item was for the purchase of bunker coats and pants that the firefighters wear to structural fires. Councilman Hamm asked if the worn out gear could be utilized in some way. Chief Bird stated that it could not since the gear had reached its service life of ten years.

Councilwoman Hunt moved to approve the purchase of structural firefighting gear for new employees and to replace worn and outdated gear from CASCO off State Contract No. SW241 in an amount not to exceed \$22,979, using budgeted funds, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER ACCEPTANCE OF A QUOTE FROM NAFECO, INC. IN THE AMOUNT OF \$29,040 FOR PURCHASE OF 5-INCH FIRE HOSE.

Fire Chief Bird stated that the quote was for supply line that would be laid from a fire hydrant to a structure fire. Chief Bird recommended changing the hose from a 4-inch diameter line to a 5-inch diameter line which would double the volume of water making it easier to fight fires on bigger structures.

Councilwoman Hunt moved to accept a quote from NAFECO, Inc. in the amount of \$29,040 for purchase of 5-inch fire hose, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER ADOPTING RESOLUTION NO. 912(18) AUTHORIZING THE CITY OF MOORE TO SUBMIT AN APPLICATION TO THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS ("ACOG") FOR THE CLEAN AIR GRANT FOR PUBLIC SECTOR FLEETS.

Kahley Gilbert, Projects-Grant Manager, stated that the City received the Clean Air Grant several times over the years. The last time was in 2016 when the grant funds were used to convert a sanitation route truck and a terminator truck to CNG. Ms. Gilbert indicated that Resolution No. 912(18) would authorize the City to submit an application to ACOG for \$52,000 in grant monies to be used to convert a sanitation route truck to CNG. Ms. Gilbert advised that the application was due November 30, 2019. Grant award notification should be received by the end of January 2019.

Councilwoman McKenzie moved to adopt Resolution No. 912(18) authorizing The City of Moore to submit an application to the Association of Central Oklahoma Governments ("ACOG") for the Clean Air Grant for Public Sector Fleets, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A CONTRACT WITH ARC PYROTECHNICS IN THE AMOUNT OF \$49,500 FOR THE CITY'S ANNUAL JULY 4TH FIREWORKS SHOW.

Todd Jenson, Assistant City Manager, stated that the contract with ARC Pyrotechnics in the budgeted amount of \$49,500 was for the City's annual fireworks show. Mr. Jenson indicated that the contract amount had not changed and recommended approval of the item.

Councilman Williams moved to approve a contract with ARC Pyrotechnics in the amount of \$49,500 for the City's annual July 4th Fireworks Show, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER AMENDING THE ANNUAL WINE AND SPIRITS WHOLESALE OCCUPATION TAX TO \$1,500 AND APPROVE RESOLUTION NO. 913(18) ADOPTING THE SCHEDULE OF FEES AND CHARGES; EFFECTIVE UPON APPROVAL AND REMAINING IN EFFECT UNTIL MODIFIED, AMENDED OR REPEALED; AND REPEALING PRIOR INCONSISTENT FEES.

Elizabeth Weitman, Community Development Director, stated that Brooks Mitchell, City Manager, asked that she review the City's annual Wine and Spirits Wholesale fees following a discussion held at the November 5, 2018 City Council regarding the subject. Ms. Weitman advised that Brian Miller, Assistant City Attorney, surveyed the surrounding communities regarding wholesaler licensing fees. She noted that Moore's fee is \$2,500, Oklahoma City's fee is \$3,000, and Norman's is \$2,000. Midwest City and Edmond do not have a fee. Staff recommended setting the fee at \$1,500 to bring it in line with other fees charged by the City relating to alcoholic beverages.

Councilwoman McKenzie moved to amend the annual Wine and Spirits Wholesale Occupation Tax to \$1,500 and approve Resolution No. 913(18) adopting the schedule of fees and charges; effective upon approval and remaining in effect until modified, amended or repealed; and repealing prior inconsistent fees, second by Councilman Webb. Motion carried unanimously.

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

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

Agenda Item Number 11 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD NOVEMBER 5, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$789,071.35.

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

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

Agenda Item Number 12 being:

CONSIDER AUTHORIZING THE PURCHASE OF A PETERBUILT CHASSIS FROM RUSH TRUCK CENTERS OFF STATE CONTRACT NO. SW035T IN THE AMOUNT OF \$125,615 USING BUDGETED FUNDS.

Richard Sandefur, Public Works Director, advised that Agenda Items No. 12 and 13 were companion items relating to the purchase of a chassis and a rear load packer body in the total amount of \$198,054. The truck would replace a 2009 rear load truck used to pick up trash bags, yard waste, and other small terminator pickups.

Trustee Williams moved to authorize the purchase of a Peterbuilt Chassis from Rush Truck Centers off State Contract No. SW035T in the amount of \$125,615 using budgeted funds, second by Trustee Hunt. Motion carried unanimously.

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

Agenda Item Number 13 being:

CONSIDER AUTHORIZING THE PURCHASE OF A LEACH ALPHA-III REAR LOAD PACKER BODY FROM J&R EQUIPMENT, LLC OFF STATE CONTRACT NO. SW197 IN THE AMOUNT OF \$72,439 USING BUDGETED FUNDS.

Trustee McKenzie to authorize the purchase of a Leach Alpha-III Rear Load packer body from J&R Equipment, LLC off State Contract No. SW197 in the amount of \$72,439 using budgeted funds, second by Trustee Williams. Motion carried unanimously.

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:55 P.M.

Agenda Item Number 14 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD NOVEMBER 5, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$204,450.40.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN ADAM WEBB PRESIDING AT 6:56 P.M.

Agenda Item Number 15 being:

ROLL CALL

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

Agenda Item Number 16 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD OCTOBER 15, 2018.

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

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:57 P.M.

Agenda Item Number 17 being:

NEW BUSINESS:

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

Vickie Heflin, 2629 SE 7th, signed up to speak but was not in attendance when her name was called.

- B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilman Hamm asked about the status of the A&W and Long John Silver's property that was closed following a fire. Brooks Mitchell, City Manager, stated that he would check into the situation and report back to Council.

Councilwoman McKenzie commented that Gayland Kitch, Emergency Management Director, visited her 12 year old son's school to speak on Career Day. She stated that the kids enjoyed his presentation.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, stated that he spoke at the Oklahoma Municipal Contractors Association meeting to discuss construction occurring within the City. Mr. Mitchell announced that City Hall would be closed on December 24th for Christmas Eve.

Agenda Item Number 18 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:05 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 _____, 2018.

ATTEST:

VANESSA KEMP, City Clerk