

**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
DECEMBER 17, 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 December 17, 2018 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

Louie Williams
Councilman, Ward III

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

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; Administrative Assistant (Capital Planning & Resiliency), Kahley Gilbert; 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; PC Technician, Thomas Farrar; Police Chief, Jerry Stillings; Police Sergeant, Rebecca Miller; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and City Clerk, Vanessa Kemp.

Mayor Lewis announced that approximately eight weeks ago he had a massive stroke and was absent from the Council Meetings while he was attending physical therapy. Mayor Lewis thanked everyone for their prayers, the flowers, and other items sent to him while he was recovering and indicated that the doctors expect him to make a full recovery.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 3, 2018.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD OCTOBER 2, 2018.
- C) APPROVE THE ISSUANCE OF A \$50 CHRISTMAS STIPEND TO EMPLOYEES PER COUNCIL RESOLUTION.
- D) ADOPT RESOLUTION NO. 918(18) AUTHORIZING EXECUTION OF THE TRUST AGREEMENT AND INDENTURE OF THE REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA.

- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$2,690,433.88.

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

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

Agenda Item Number 3 being:

CONSIDER ACTION, RECEIVE BIDS, AND CONSIDER FOR APPROVAL OR REJECTION, RESOLUTION NO. 916(18) AWARDING \$8,550,000 CITY OF MOORE, OKLAHOMA GENERAL OBLIGATION BONDS OF 2019 TO BIDDER WHOSE BID IS DETERMINED TO OFFER THE LOWEST INTEREST COST.

Brooks Mitchell, City Manager, advised that Agenda Items No. 3 and 4 were companion items. Mr. Mitchell indicated that this was the first issuance from the General Obligation Bond election held June 26, 2018. The low bid was received from City Group Global Markets, Inc. with an average interest rate of 2.619981%. He stated that Terry Hawkins, the City's bond counsel, and Chris Gander, the City's financial advisor, were in attendance at the meeting to answer any questions.

Councilman Webb moved to adopt Resolution No. 916(18) awarding \$8,550,000 City of Moore, Oklahoma General Obligation Bonds of 2019 to bidder whose bid is determined to offer the lowest interest cost, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER ACTION, APPROVAL OR REJECTION, OF RESOLUTION NO. 917(18) PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS OF 2019 IN THE SUM OF \$8,550,000 BY THE CITY OF MOORE, OKLAHOMA AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE ON JUNE 26, 2018; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; PROVIDING LEVY OF AN ANNUAL TAX FOR PAYMENT OF PRINCIPAL AND INTEREST ON SAME; AND FIXING OTHER DETAILS OF THE ISSUE.

Councilman Blair moved to adopt Resolution No. 917(18) providing for the issuance of General Obligation Bonds of 2019 in the sum of \$8,550,000 by the City of Moore, Oklahoma authorized at an election duly called and held for such purpose on June 26, 2018; prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for payment of principal and interest on same; and fixing other details of the issue, second by Councilman Hamm. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER ACCEPTANCE OF THE CITY OF MOORE'S FINANCIAL AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2018.

Betty Koehn, Finance Director, stated that Bob Dillon with Dillon and Associates would be presenting his findings on the City's financial audit for fiscal year ending June 30, 2018.

Mr. Dillon advised that his firm had completed the annual audit of the City's financial statements and issued an unmodified opinion indicating there were no material misstatements found. In addition, an unmodified opinion was also issued on the audit of the federal grant programs administered by the City. This means there were no findings or questionable costs related to the compliance and internal controls over the federal grant programs.

Mr. Dillon stated that earlier in the year a millage rate assessment was completed for property tax assessment purposes. The millage rate was 15.25 mills compared to the prior year's millage rate of 15.51. He indicated that sales tax collected during 2017 totaled approximately \$34 million compared to last year's figure of \$33 million resulting in a 2.7% increase in sales tax revenues. The General Fund carry-over balance was \$4.5 million which equated 11% of the City's annual expenditures. The City's long-term outstanding debt at year end was approximately \$102 million compared to last year's \$103 million. In addition to the \$743,000 decrease in debt, Mr. Dillon noted that the City also issued \$7.8 million in new debt. General Fund revenues increased by \$669,000. Mr. Dillon stated that City was required to have a certain amount of revenue and pledged sales tax revenues to cover the anticipated debt service. The required coverage amount was 1.25%. The actual coverage amount was 4.41%.

Mr. Dillon concluded his presentation by stating that the records were in fantastic shape and staff was very supportive in assisting with the audit.

Councilman Williams referred Mr. Dillon to page 87 of the audit. The table included a column for the calendar year with two columns entitled "Number of Units" and "Value". Councilman Williams asked what the distinction was between the columns. Mr. Dillon apologized for the lack of detail and stated that the first Number of Units column referred to commercial properties and the second Number of Units column referred to residential properties.

Mayor Lewis congratulated City Manager Brooks Mitchell and the Finance Department staff for a great job on the audit.

Councilman Williams moved to approve the City of Moore's Financial Audit for the fiscal year ended June 30, 2018, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER APPROVAL OF A SALES TAX REBATE AGREEMENT WITH GLM COMMERCIAL PROPERTIES D/B/A BLEUCIEL OF OKLAHOMA, LLC.

Deidre Ebrey, Economic Development Director, stated that the proposed 57,000 plus square foot retail development would be located on a five acre tract of land located at 790 SW 19th west of Dick's Sporting

Goods store. It was purchased in January 2017 by Grant McKinney with GLM Properties who had been working on the development of the site since that time.

Mayor Lewis asked what retailers would be leasing the space. Ms. Ebrey stated that a lease agreement with Burlington had been executed for 40,000 square feet of space, and Mr. McKinney was in negotiations with Ulta Cosmetics for 10,000 square feet of space. Ms. Ebrey noted that Mr. McKinney had received several offers for the remaining 7,500 square feet of available space but was waiting to see what would work best for the site.

Mayor Lewis asked for the term of the sales tax rebate agreement. Ms. Ebrey advised that the agreement was for a two-year term. She indicated that this was the fifth sales tax rebate agreement the City had entered into and was for the shortest term. Ms. Ebrey stated that the agreement included a 60/40 split in sales tax revenues. Any additional retail space leased would help the ratio. She indicated that the agreement included a \$175,000 payout each year for two years.

Councilwoman Hunt moved to approve a Sales Tax Rebate Agreement with GLM Commercial Properties d/b/a BleuCiel of Oklahoma, LLC, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER AUTHORIZING THE PURCHASE AND INSTALLATION OF RADIO EQUIPMENT FOR THE NEW FIRE STATION NO. 2 FROM TOTAL RADIO, INC. IN THE AMOUNT OF \$26,388 AS A SOLE SOURCE PROVIDER.

Fire Chief Gary Bird requested authorization to use Total Radio, Inc. as a sole source provider for the purchase and installation of radio equipment for Fire Station No. 2, which was currently under construction. Councilman Williams asked if this was a budgeted item. Chief Bird indicated the radios would be paid for using construction funds for the new station.

Councilman Blair moved to authorize the purchase and installation of radio equipment for the new Fire Station No. 2 from Total Radio, Inc. in the amount of \$26,388 as a sole source provider, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER AWARDING BID NO. COM-1843 FOR PURCHASE OF POLICE RECORDS MANAGEMENT SYSTEM SOFTWARE AND COMPUTER AIDED DISPATCH SOFTWARE TO PTS SOLUTIONS, INC. IN THE AMOUNT OF \$459,252.95.

David Thompson, Manager of Information Technology, stated that the City Council previously approved an item authorizing a joint bid solicitation with Cleveland County for the purchase of Police Records Management software and Computer Aided Dispatch software. After bids were solicited Cleveland County

opted out of the bidding process. Mr. Thompson indicated that a committee comprised of police officers and dispatchers reviewed the responses and recommended awarding the bid to PTS Solutions, Inc. in the amount of \$459,252.95. He advised that Captain Jon White and Dispatch Supervisor Tammy Koehn traveled to Louisiana for a software demonstration. He noted that the software received good reviews.

Mayor Lewis asked if the item was budgeted and if Cleveland County opting out was an issue on funding the software purchase. Brooks Mitchell, City Manager, stated that the software was budgeted using public safety sales tax monies. Mr. Mitchell advised that the bids were solicited as both a joint purchase and an individual purchase. The bid award would be Moore's cost as an individual purchase.

Councilman Blair moved to awarding Bid No. COM-1843 for purchase of Police Records Management System software and Computer Aided Dispatch software to PTS Solutions, Inc. in the amount of \$459,252.95, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A QUOTE FOR THE FINANCING OF POLICE RECORDS MANAGEMENT SYSTEM SOFTWARE AND COMPUTER AIDED DISPATCH ("CAD") SOFTWARE OVER A FOUR YEAR PERIOD.

Betty Koehn, Finance Director, advised that Chris Gander, the City's financial advisor, would address financing the purchase of the software previously discussed in Agenda Item No. 8.

Mr. Gander stated that a financing packet was included in the bid response from PTS Solutions, Inc.; however, at the request of City Manager, Brooks Mitchell, he contacted several local financial institutions to see if a lower rate could be obtained. Mr. Gander advised that several banks were able to offer better terms. He stated that they would likely recommend BancFirst or the next best bidder. They were working on some of the details and would make a final recommendation for consideration at the January 7, 2019 City Council Meeting.

Councilman Williams moved to table Agenda Item No. 9, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER ACCEPTANCE OF A QUOTE FOR THE PURCHASE OF A FIRE RECORDS MANAGEMENT SYSTEM FROM EMERGENCY REPORTING IN THE AMOUNT OF \$26,408.

David Thompson, Manager of Information Technology, advised that the Fire Records Management System software was purchased from Firehouse Software approximately 20 years ago. This company has been bought out twice and was no longer supporting this product. Mr. Thompson stated that staff would recommend accepting a quote from Emergency Reporting in the amount of \$26,408. He advised that this software was also used by Midwest City, Del City, and Chickasha.

Councilman Williams moved to accept a quote for the purchase of a Fire Records Management System from Emergency Reporting in the amount of \$26,408, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 11 being:

CONSIDER ACCEPTANCE OF A QUOTE FOR THE PURCHASE OF A PHONE SYSTEM FOR CITY BUILDINGS FROM CHICKASAW TELECOM IN THE AMOUNT OF \$21,360.

David Thompson, Manager of Information Technology, advised that the quotes were for phone systems for remote sites and not the main buildings. Some of the newer buildings included updates to the phone systems during construction. The remote sites have not been updated since 2005. The current phone system boxes were no longer supported by the manufacturer since 2008. Maintenance was obtained by a local company and those individuals are retiring. The new phone system would serve Public Works, Veolia, Fire Stations 2 and 3, the Animal Shelter, and the Community Center.

Councilman Hamm asked what the plans were for monies donated to the Animal Shelter following the May 20, 2013 tornado. Brooks Mitchell, City Manager, stated that on January 16, 2018 the City Council voted to amend a contract with Barrett Williamson Architects on design of a new Animal Shelter. Mr. Mitchell stated that he would check on the status of the design and report back to Council. Once input on the design is received by Council and the final location and construction costs were determined a financing packet would be obtained. He indicated that there was around \$600,000 in donated funds; however, that may not be sufficient to construct the new shelter and pay for other associated costs. Mr. Mitchell stated that phone system problems exist throughout many of the City buildings. The proposed bond proposition for a new phone system failed; therefore, the phone systems must be replaced a piece at a time in order to remedy the most immediate problems.

Councilman Blair moved to accept a quote for the purchase of a phone system for City buildings from Chickasaw Telecom in the amount of \$21,360, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 12 being:

CONSIDER APPROVAL OF A DISPOSITION AND DEVELOPMENT AGREEMENT WITH THE CURVE APARTMENTS, LP AND NHS MOORE CURVE, LLC.

Todd Jenson, Assistant City Manager, stated that Agenda Items No. 12 through 16 were companion items. Mr. Jenson advised that five years ago the City received \$52.2 million from the Department of Housing and Urban Development following the May 20, 2013 tornado. He stated that approximately \$10 million would be used to fund the Little River drainage improvement project. The majority of the money would be used to fund the redevelopment project containing The Curve Apartments to be constructed at 17th and Janeway, on the site previously occupied by The Royal Park Mobile Home Park before being destroyed during the May 20, 2013 tornado. As a grant requirement the City must replace the lost homes through the redevelopment.

Mr. Jenson indicated that the project was community driven and a collaborative effort by the City, Planning Commission, and citizens. He stated that twenty stakeholder's comprised of elected officials, City staff, public safety officials, utility managers, school district representatives, local business leaders, and development professionals participated in 14 interviews. A Redevelopment Advisory Committee and a Design Review Committee also assisted with the project. He added that four meetings were also held to solicit community input.

He noted that no City funds were used in the redevelopment project estimated at \$49.7 million. Of that amount \$5.4 million in CDBG-DR funds was expended for purchase of the land, asbestos removal, and utility installation, and \$10.6 million would be given to Belmont for construction costs. The development would contain 244 units with 219 of them being affordable and 25 market rate. The development would be mixed use with 5,000 square feet of commercial or retail space on the property. Amenities would include a common area, business center, 24-hour fitness center, swimming pool, fire pit, and community barbeque area.

Mr. Jenson advised that the City would have a lien on the property in the amount of \$16 million for the 20-year affordability period. During that time the developer cannot transfer ownership of the property without approval by the City, and the City has the right to replace the property management company if compliance requirements are not being met. The developer must notify the City of any changes to the property management company. Mr. Jenson advised that once the development was complete the City would continue to monitor the compliance and affordability requirements, the upkeep and maintenance of the property, and the aesthetics of the property over the 20-year period. Mr. Jenson stated that the property included a green space that the City would maintain after completion of the project. He advised that \$1.25 million was allocated for development of the green space and a landmark structure. The Design Review Committee, the public, and staff would also be involved in that process.

Mr. Jenson displayed the site plan for Council's review. He stated that Belmont was expected to start construction on the two-year project in January 2019. Leasing would begin in approximately 18 months. He expressed his appreciation to Belmont for working with the City during year-long negotiating process. Mr. Jenson advised that Bill Fisher and Corey Farmer were present to represent Belmont, along with Jeff Savin with the Center for Economic Development Law who provided legal representation to the City on the project.

Councilman Williams stated that he had participated in the process and felt the City staff did an awesome job of facilitating the project. Mr. Jenson expressed his appreciation to the City Council, the Design Review Committee, and the public for their input. He felt that the development would be something for which the City could be proud.

Councilman Williams moved to accept a Disposition and Development Agreement with The Curve Apartments, LP and NHS Moore Curve, LLC, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 13 being:

CONSIDER APPROVAL OF THE DEVELOPMENT FINANCING AND LOAN AGREEMENT WITH NHS CURVE, LLC.

Councilman Williams moved to approve a Development Financing and Loan Agreement with NHS Curve, LLC, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 14 being:

CONSIDER APPROVAL OF THE AFFORDABILITY REQUIREMENTS AND OTHER COVENANTS FOR THE CURVE DEVELOPMENT.

Councilman Williams moved to approve the Affordability Requirements and other Covenants for The Curve Development, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 15 being:

CONSIDER APPROVAL OF THE REIMBURSEMENT AGREEMENT WITH THE CURVE APARTMENTS, LP.

Councilman Williams moved to approve the Reimbursement Agreement with The Curve Apartments, LP, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 16 being:

CONSIDER APPROVAL OF THE SUBORDINATION AGREEMENT WITH BOK FINANCIAL CORPORATION, NA ("BOKF") AND NHS MOORE CURVE, LLC.

Councilman Williams moved to approve the Subordination Agreement with BOK Financial Corporation, NA ("BOKF") and NHS Moore Curve, LLC, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 17 being:

CONSIDER APPROVAL OF A FY 19 BUDGET SUPPLEMENT FOR ADDITIONAL FUNDING RECEIVED BY SEVERAL DEPARTMENTS DURING THE FIRST HALF OF THE FISCAL YEAR IN THE AMOUNT OF \$15,450.

Betty Koehn, Finance Director, stated that the proposed budget supplement was for Funds 6 and 8. Ms. Koehn indicated that supplements for Fund 6 included a reimbursement received from a towing company for damages incurred to a fleet maintenance vehicle, and registration fees received from cities that attended a class hosted by the Moore Fire Department. Ms. Koehn noted that the fees would offset the cost of the instructor. She advised that the City also received funds from candidates who made application to the Fire Department during the last hiring process. She stated that these funds would be used to offset the cost of the tests.

Ms. Koehn advised that the proposed budget supplement for Fund 8 included funds from an Emergency Management Performance Grant that would be used to cover the cost of the smart board for the new Mobile Command Center.

Councilman Williams moved to approve of a FY 19 budget supplement for additional funding received by several departments during the first half of the fiscal year in the amount of \$15,450, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 18 being:

CONSIDER ADOPTING RESOLUTION NO. 919(18) SUPPORTING THE APPOINTMENT OF BROOKS MITCHELL TO THE DISTRICT 8 SEAT ON THE BOARD OF DIRECTORS OF THE OKLAHOMA MUNICIPAL LEAGUE; DECLARING SAID APPOINTMENT TO BE FOR THE BENEFIT OF THE CITY OF MOORE AND OTHER MUNICIPALITIES WITHIN THE DISTRICT; AND DECLARING THE MISSION OF THE OKLAHOMA MUNICIPAL LEAGUE TO BE FOR THE PUBLIC PURPOSE.

Brooks Mitchell, City Manager, expressed his desire to represent the City of Moore by filling the vacant District 8 seat on the Board of Directors for the Oklahoma Municipal League.

Councilman Hamm moved to adopt Resolution No. 919(18) supporting the appointment of Brooks Mitchell to the District 8 seat on the Board of Directors of the Oklahoma Municipal League; declaring said appointment to be for the benefit of the City of Moore and other municipalities within the District; and declaring the mission of the Oklahoma Municipal League to be for the public purpose, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 19 being:

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF SPECIAL PROJECTS LIAISON AND APPROVE PLACEMENT IN PAY GRADE 125 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 30, 2016 (EFFECTIVE JULY 1, 2018).

Brooks Mitchell, City Manager, announced that after many years of service Assistant City Manager Stan Drake expressed a desire to step down from his current position and work part-time for the next year as

Special Projects Liaison. This would allow him to pass his knowledge on to another person before his retirement from the City.

Councilman Hamm moved to approve a new job description for the position of Special Projects Liaison and approve placement in pay grade 125 of the City's salary table approved by City Council on June 30, 2016 (effective July 1, 2018), second by Councilwoman Hunt. Motion carried unanimously.

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

Addendum Item Number 19.1 being:

CONSIDER REZONING APPLICATION NO. RZ-976, LOCATED IN THE SE/4 OF SECTION 27, T10N, R3W, BEING NORTH OF SW 34TH STREET AND WEST OF TELEPHONE ROAD, FROM R-3/PUD GENERAL RESIDENTIAL DISTRICT/PLANNED UNIT DEVELOPMENT TO C-1/PU OFFICE DISTRICT WITH PERMISSIVE USE; AND APPROVE ORDINANCE NO. 897(18). APPLICATION BY PHS/DEVELOPMENT/MARVIN HAWORTH. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 3.

Elizabeth Weitman, Community Development Director, advised that Agenda Items No. 19.1 and 19.2 were companion items related to the subject property located north of SW 34th and west of Telephone Road. Ms. Weitman indicated that the property was originally rezoned from A-1 to C-3 with the development of The Willows Addition. In 2007 the applicant rezoned the site to R-3 as a Planned Unit Development for senior housing. However, the site was never developed and the applicant was now seeking to rezone the property to C-1 Office District with a Permissive Use for medical offices. The vacant lot would be accessed from S. Telephone Road by Magnolia Court which is a dead-end street. She advised that public water and sewer were available to serve the site, and storm water detention was provided by detention ponds constructed within The Willows Addition.

The Envision Moore 2040 designated the area as Urban Residential and allows some complimentary non-residential uses limited to 10% of the neighborhood land area. The application was reviewed as to its conformance with the intent of the plan. Because this could be considered a transitional buffer between a residential neighborhood and the heavier industrial use to the north staff recommended approval.

Ms. Weitman noted that the final plat contained 8 lots on a dead-end street which would not terminate into a normal cul-de-sac, but would instead have a T-Turnaround allowing a 90 degree turn in for the fire trucks. She stated that when the property to the west develops, the street would be extended and the t-turnaround removed.

Councilman Blair moved to approve Rezoning Application No. RZ-976 an Ordinance No. 897(18), second by Councilman Webb. Motion carried unanimously.

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

Addendum Item Number 19.2 being:

CONSIDER THE FINAL PLAT OF THE WILLOWS COMMERCIAL ADDITION, LOCATED IN THE SE/4 OF SECTION 27, T10N, R3W, BEING NORTH OF SW 34TH STREET AND WEST OF TELEPHONE ROAD.

APPLICATION BY PHS DEVELOPMENT, LLC/MARVIN HAWORTH. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 3.

Councilman Blair moved to approve the Final Plat of The Willows Commercial Addition, located in the SE/4 of Section 27, T10N, R3W, being north of SW 34th Street and west of Telephone Road, second by Councilman Webb. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 7:16 P.M.

Agenda Item Number 20 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 3, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$849,319.47.

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

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

Agenda Item Number 21 being:

CONSIDER APPROVAL OF A ONE-YEAR EXTENSION TO THE CITY'S EXCESS WORKERS' COMPENSATION INSURANCE POLICY WITH SAFETY NATIONAL CASUALTY CORPORATION AT THE CURRENT RATE OF .4438 PER \$100 OF PAYROLL, WITH TOM BECKMAN OF THE BECKMAN COMPANY AS AGENT.

Brian Miller, Assistant City Attorney, advised that last year the City entered into a two-year Excess Workers' Compensation Insurance Policy. Mr. Miller stated that Safety National Casualty Corporation was offering a one year extension to the policy at the same rate. Staff recommended approval of the item. He stated that insurance agent Tom Beckman with The Beckman Company was available to answer any questions.

Trustee Hunt moved to approve a one-year extension to the City's Excess Workers' Compensation Insurance Policy with Safety National Casualty Corporation at the current rate of .4438 per \$100 of payroll, with Tom Beckman of the Beckman Company as agent, second by Trustee Williams. Motion carried unanimously.

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

Agenda Item Number 22 being:

CONSIDER APPROVAL OF A PROPERTY AND CONTENTS INSURANCE POLICY WITH AMRISC, A BOILER AND MACHINERY POLICY WITH XL INSURANCE COMPANY, AND PHYSICAL DAMAGE COVERAGE FOR THE CITY'S SANITATION TRUCKS WITH GREAT AMERICAN INSURANCE COMPANY, WITH TOM GREEN OF UNIVERSAL INSURANCE AGENCY AS AGENT.

Brian Miller, Assistant City Attorney, stated that the item consisted of three different policies. The Property and Contents Insurance Policy through AMRISC, the Physical Damage coverage on the sanitation trucks with Great American Insurance Company, and Boiler and Machinery insurance with XL Insurance Company. Mr. Miller indicated that Tom Green with Universal Insurance Agency shopped the market and offered the following renewal quotes. XL Insurance offered a renewal quote for Boiler and Machinery coverage with a premium of \$5,694, \$4 increase from last year. Great American offered a renewal quote for Physical Damage to sanitation trucks of 40 cents per \$300 of value. This is a 4 ½ cent decrease from last year due to an increase in the deductible from \$2,500 to \$10,000 per occurrence. Mr. Miller indicated it was his understanding that the agent was unable to obtain quotes for more than the \$2,500 deductible. AMRISC offered a flat renewal rate for property and contents of 33 cents per \$100 of value, or a 5 cent per \$100 increase over last year.

Mr. Miller advised that the total premium for all three policies was \$474,150.18. Staff recommended approval of the item. Mr. Miller added that Tom Green was in attendance at the meeting to answer any questions.

Trustee Williams moved to approve a Property and Contents Insurance Policy with AMRISC at 33 cents per \$100 of value, a Boiler and Machinery Policy with XL Insurance Company with a premium of \$5,694, and Physical Damage Coverage for the City's sanitation trucks with Great American Insurance Company at 40 cents per \$100 of value, with Tom Green of Universal Insurance Agency as agent, second by Trustee Webb. Motion carried unanimously.

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

Agenda Item Number 23 being:

CONSIDER APPROVAL OF AN EXCESS PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY POLICY WITH STRATFORD INSURANCE COMPANY, A DIVISION OF WESTERN WORLD INSURANCE COMPANY, AN ADMITTED INSURANCE COMPANY WITH AN A+ BEST RATING, IN THE AMOUNT OF \$27,700, WITH GLENN HARRIS AND ASSOCIATES AS AGENT.

Brian Miller, Assistant City Attorney, advised that Dan Kramer with Glenn Harris and Associates shopped the market and recommended an Excess Public Officials and Employment Practices Liability Policy with Stratford Insurance Company with a premium of \$27,700. Mr. Miller noted that this was the same premium as last year. Staff recommended approval of the item. Mr. Miller indicated that Dan Kramer was in attendance to answer any questions

Trustee Blair to approve an Excess Public Officials and Employment Practices Liability Policy with Stratford Insurance Company, in the amount of \$27,700, with Glenn Harris and Associates as agent, second by Trustee Webb. Motion carried unanimously.

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

Agenda Item Number 24 being:

CONSIDER RENEWAL OF A STOP-LOSS INSURANCE POLICY WITH U.S. FIRE EFFECTIVE JANUARY 1, 2019.

Brian Miller, Assistant City Attorney, advised that the item was for renewal of the City's Excess Health Insurance Policy with U.S. Fire Insurance with Frates Benefit Administrators as third-party administrator. Frates Benefit Administrators shopped the market in an effort to negotiate a renewal of the policy with the current insurance company. They were able to negotiate a decrease in our single and family specific rates resulting in a decrease in the premium by 6.16%. The decrease comes with no change to any coverage or stop-loss limits.

Mayor Lewis asked what the stop-loss amount was for the policy. Mr. Miller indicated that it was \$125,000. Staff recommended approval of the item.

Trustee Blair moved to approve a Stop-Loss Insurance Policy with U.S. Fire effective January 1, 2019, second by Trustee Williams. Motion carried unanimously.

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

Agenda Item Number 25 being:

CONSIDER AUTHORIZING A BUDGETED EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$55,000 FOR THE REFURBISHING OF A 2013 SANITATION ROUTE TRUCK TO BE USED AS A BACKUP VEHICLE.

Richard Sandefur, Public Works Director, stated that a backup vehicle was necessary when a sanitation truck was brought in for repair. Mr. Sandefur advised that the lift arm and compaction compartments were worn out on the 2013 sanitation route truck causing delays to the driver when running the route. He added that it also required the driver to take extra precautions when emptying the polycarts.

Mayor Lewis praised the sanitation drivers on the excellent job that they do.

Trustee Webb moved to authorize a budgeted expenditure in an amount not to exceed \$55,000 for the refurbishing of a 2013 sanitation route truck to be used as a backup vehicle, second by Trustee Williams. Motion carried unanimously.

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:24 P.M.

Agenda Item Number 26 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 3, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$287,665.90.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH VICE-CHAIRMAN LOUIE WILLIAMS PRESIDING AT 7:25 P.M.

Agenda Item Number 27 being:

ROLL CALL

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

Agenda Item Number 28 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD NOVEMBER 19, 2018.

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

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:26 P.M.

Agenda Item Number 29 being:

NEW BUSINESS:

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

Oscar Smart, 910 SW 1st, complained that a neighbor was operating a drug house and selling stolen property out of his home. He stated that approximately ten children lived in the vicinity and he was

concerned for their safety. Mr. Smart indicated that he would be reporting the situation to the Police Department the next day. He also mentioned that he had some personal property stolen from a storage building that he believed the neighbor had taken. Mayor Lewis stated that staff would look into the situation and thanked Mr. Smart for coming forward about the problem.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Mayor Lewis expressed his appreciation to Vice-Mayor Blair who chaired the meetings in his absence.

Councilman Hamm stated that there was a good attendance at the Christmas Spectacular held December 15, 2018 at 7:00 p.m. Councilman Webb expressed his appreciation to Todd Jenson and his staff for the good job that they did on the event. Councilwoman Hunt asked if there was an estimate on the number of people who attended. Mr. Jenson estimated around 5,000 people were at the event.

Mr. Mitchell also thanked Assistant City Manager Stan Drake for his work with the City.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Councilman Williams asked about the Shop with a Cop event. Brooks Mitchell, City Manager, stated that the event started at Chick-fil-A and moved to Target. He commented that Channel 9 had some video footage of the event on their 6:00 p.m. newscast. He congratulated the Police Department had another successful event that was very much appreciated. Breakfast with Santa was another well attended event, as well as the Christmas Spectacular event which was also held that night.

Mr. Mitchell announced that the Fire Department was working on Santa Express and that one bay at Fire Station No. 1 was nearly filled with toys and clothes that would benefit several families. He expressed his appreciation to the Police and Fire Departments for all that they do for the community.

Agenda Item Number 30 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:33 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:

LINDA STEWART, City Clerk