

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
FEBRUARY 5, 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 February 5, 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*

*Unfilled Position*  
*Councilman, Ward III*

PRESENT: McKenzie, Blair, Hunt, 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 Director, Christine Jolly; Manager of Information Technology, David Thompson; Police Chief, Jerry Stillings; Police Sergeant Rebecca Miller; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and City Clerk, Linda Stewart.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JANUARY 16, 2018.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD DECEMBER 12, 2017.
- C) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD DECEMBER 5, 2017.
- D) GRANT AN EASEMENT TO OKLAHOMA NATURAL GAS COMPANY, A DIVISION OF ONE GAS INC., DESCRIBED AS A TRACT OF LAND 11.00 FEET BY 57.00 FEET LYING IN PART OF THE NE/4 OF SECTION 10, T10N, R3W, MORE PARTICULARLY DESCRIBED IN EXHIBIT "A".
- E) GRANT AN EASEMENT TO OKLAHOMA NATURAL GAS COMPANY, A DIVISION OF ONE GAS INC., DESCRIBED AS A 10-FOOT RIGHT-OF-WAY LOCATED IN THE SW/4 OF SECTION 26, NW/4 OF SECTION 35, T10N, R3W, MORE PARTICULARLY DESCRIBED IN EXHIBIT "A".
- F) ACCEPT A 15-FOOT SANITARY SEWER UTILITY EASEMENT IN THE RIVERWALK COMMERCIAL PARK ADDITION, SECTION 14 LOCATED IN THE SW/4 OF SECTION 26, T10N, R3W, BEING SOUTH OF SW 25<sup>TH</sup> STREET AND EAST OF TELEPHONE ROAD. APPLICATION BY WESTERN FARMERS ELECTRIC COOPERATIVE/GARY ROULET.

- G) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$10,821,333.19.

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

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

**Agenda Item Number 3 being:**

CONSIDER ACTION, RECEIVE BIDS, AND CONSIDER FOR APPROVAL OR REJECTION, RESOLUTION NO. 894(18) AWARDING \$4,125,000 CITY OF MOORE, OKLAHOMA GENERAL OBLIGATION BONDS OF 2018 TO BIDDER WHOSE BID IS DETERMINED TO OFFER THE LOWEST INTEREST COST.

Brooks Mitchell, City Manager, indicated that the City's financial advisor, Chris Gander with BOK Financial, was in attendance to discuss awarding the bid for the last of the 2014 General Obligation Bonds.

Mr. Gander advised that Resolution No. 892(17), approved at the December 18, 2017 City Council meeting, set the bond sale for February 5, 2018 at 2:00 p.m. He advised that they received five bids with the low bid from Citigroup Global Markets, Inc. with an interest rate of 1.93104%. Mr. Gander stated that this was the last authorization from the 2014 bond issue and would complete all of the authorizations related to general obligation bonds.

**Councilman Blair moved to approve Resolution No. 894(18) awarding \$4,125,000 City of Moore, Oklahoma General Obligation Bonds of 2018 to Citigroup Global Markets, Inc. with an interest rate of 1.93104%, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER ACTION, APPROVAL OR REJECTION, OF RESOLUTION NO. 895(18) PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS OF 2018 IN THE SUM OF \$4,125,000 BY THE CITY OF MOORE, OKLAHOMA AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE ON NOVEMBER 4, 2014; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; PROVIDING LEVY OF AN ANNUAL TAX FOR PAYMENT OF PRINCIPAL AND INTEREST ON SAME; DESIGNATING BONDS AS "QUALIFIED TAX-EXEMPT OBLIGATIONS"; AND FIXING OTHER DETAILS OF THE ISSUE.

Brooks Mitchell, City Manager, advised that Resolution No. 895(18) was the companion item to Agenda Item No. 3. Mr. Mitchell advised that the City's bond counsel, Terry Hawkins, was in attendance at the meeting and would address the item. Mr. Hawkins advised that this was the third and final issue of the 2014 general obligation bond for the SW 34<sup>th</sup> Street Bridge project.

Councilwoman McKenzie advised that this was the proposition approved by the voters at the November 4, 2014 election for construction of the 34<sup>th</sup> Street Bridge.

**Councilman Blair moved to approve Resolution No. 895(18) providing for the issuance of General Obligation Bonds of 2018 in the sum of \$4,125,000 by the City of Moore, Oklahoma authorized at an election duly called and held for such purpose on November 4, 2014; prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for payment of principal and interest on same; designating Bonds as "Qualified Tax-Exempt Obligations"; and fixing other details of the issue, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER THE FINAL PLAT FOR JEREMIAH 29:11 LOCATED IN THE SE/4 OF SECTION 11, T10N, R3W, BEING NORTH OF NE 18<sup>TH</sup> STREET AND WEST OF EASTERN AVENUE. APPLICATION BY MIKE GALIER. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 2.

Elizabeth Weitman, Community Development Director, stated that the subject property zoned C-2 Neighborhood Commercial District was located west of N. Eastern Avenue between NE 18<sup>th</sup> and NE 19<sup>th</sup> Streets. Ms. Weitman advised that the applicant proposed development of C-2 retail and service uses on two lots located on approximately 3.64 acres. Ms. Weitman advised that water and sewer were available to serve the site, and access would be provided from NE 18<sup>th</sup> and NE 19<sup>th</sup> Streets. Curbcuts would be setback from Eastern Avenue by a minimum of 100-feet. She stated that cross-access between Lots 1 and 2 were required. Also required were sidewalks along the south, north and east property boundaries to provide pedestrian access as supported in the Envision Moore 2040 Plan. She stated that there was no FEMA designated floodplain or floodway located on the site; however, onsite detention was required to accommodate the large volume of stormwater that runs through the site. The existing natural drainage ways would be improved in order to provide an amenity to the site.

Ms. Weitman advised that the Envision Moore 2040 designated the site as Neighborhood Commercial. She stated that allowable land uses would be smaller in scale and conveniently located near residential neighborhoods. She indicated that staff felt the application met the intent of the Neighborhood Commercial land use; therefore, an amendment to the comprehensive plan would not be required. Staff recommended approval of the item.

Councilman Hamm stated that the City had experienced drainage problems in the area being discussed, and asked if the issue was sufficiently addressed. Ms. Weitman agreed that there were drainage concerns in the area. She indicated that the developer believed the drainage channels could be turned into an amenity for the development. Ms. Weitman also indicated that the developer was required to provide a preliminary drainage analysis along with their proposed improvements to be forwarded to the City's drainage engineer for review. She noted that final approved by the City's drainage engineer would be required before the development could move forward with the project.

Mayor Lewis asked what businesses would be located on the site. The applicant was not in attendance to address the question. Councilwoman McKenzie asked what types of businesses would be allowed in a C-2 zoning district. Ms. Weitman indicated that a C-2 zoning district does not allow for drive-thru windows at restaurants and the uses are in a much smaller scale than the C-3 uses. Ms. Weitman indicated that it could be a bank, small retail shops, or anything commercial on a smaller scale. Councilwoman McKenzie noted that no citizens appeared at the Planning Commission on the item. Ms. Weitman advised that state law did not require the City to send out notices to residents on plats.

**Councilman Hamm moved to approve the Final Plat for Jeremiah 29:11 located in the SE/4 of Section 11, T10N, R3W, being north of NE 18<sup>th</sup> Street and west of Eastern Avenue, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER REZONING APPLICATION NO. RZ-969, LOCATED IN THE NE/4 OF SECTION 23, T10N, R3W, BEING NORTH OF SE 12<sup>TH</sup> STREET AND WEST OF EASTERN AVENUE, FROM R-3 GENERAL RESIDENTIAL DISTRICT TO C-1/PUD OFFICE DISTRICT/PLANNED UNIT DEVELOPMENT; AND APPROVE ORDINANCE NO. 877(18). APPLICATION BY D&D PROPERTIES/PATRICIA DAVIDSON. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 1.

Elizabeth Weitman, Community Development Director, stated that the subject property containing 1.38 acres was located north of SE 12<sup>th</sup> Street and west of Eastern Avenue. Ms. Weitman advised that the site was rezoned to R-3 General Residential District in 1971 and platted as the Hills Garden Addition for duplexes in 2006. However, the project was never developed and the lot remained vacant. She stated that the applicant was now proposing construction of three office buildings to be built in phases. Ms. Weitman advised that public water and sewer was available to serve the site, with access provided from SE 12<sup>th</sup> Street. She noted that although the site was located in a flood zone along the far eastern portion of the property, the development was not expected to encroach into the floodway or floodplain.

Ms. Weitman indicated that the site abuts an existing daycare to the south and a neighborhood retail center and gas station to the east. The applicant would utilize a Planned Unit Development because of the development's close proximity to the residential uses to the west, north and south in order to achieve a higher intensity of land use. The PUD would allow the City to relax certain intensity requirements in exchange for certain amenities that would not otherwise be required. The PUD proposal included the following amenities:

1. All buildings would utilize residential architectural elements.
2. All buildings would be limited to one-story with a minimum of 80% brick/rock/masonry veneer.
3. All businesses would be limited to office uses only and operate within the 8 a.m. to 5 p.m. workday with no outdoor storage or display allowed.
4. Increased landscaping with a minimum of 20 medium/large canopy trees and 20 evergreen/flowering shrubs. Deciduous trees planted on 20 foot centers required in the north, west and south setbacks.
5. A four-foot white vinyl fence erected along Stoneridge Drive and SE 12<sup>th</sup> Street.
6. One accessory sign permitted with a height limit of five-feet located at the entrance of the site on SE 12<sup>th</sup> Street.

The Envision Moore 2040 designated the area as Urban Residential. Ms. Weitman stated that the application was reviewed by staff who believed it to be in general conformance with the plan; therefore, a plan amendment would not be required. She advised that staff recommended approval of the item since the subject site was located in a developed part of Moore surrounded by neighborhood commercial land uses, and because the application was seeking to rezone the multifamily duplex designation to an office land use as a PUD and was not anticipated to negatively affect the character of the area.

Ms. Weitman indicated that two citizens attended the Planning Commission meeting to speak in opposition to the item due to noise, light, and traffic concerns, and because they believed the commercial

use would devalue their properties. The Planning Commission recommended approval of the application with a six-foot sight proof fence instead of the proposed four-foot tall vinyl fence.

Jared Grafton, 1201 Stoneridge Drive, advised that his home was located across the street from the proposed development and was concerned about the view from his home being a wall or the backside of a business. He felt that it made more sense for the business to face Stoneridge like the other properties in the area. Mr. Grafton stated that he lived in a small, safe, quiet, family-oriented, neighborhood with a park next door. He did not feel it would add issues regarding crime but was concerned about light pollution from security lighting. Mr. Grafton also felt that the development would lower his property value and the location was inappropriate for a business. Councilwoman McKenzie asked Mr. Grafton if he saw renderings of the proposed office buildings because she felt they looked much like a house. She noted that due to the zoning the property could be developed as duplexes but would likely not remain a vacant field. Mr. Grafton indicated that he had seen the plans and would actually prefer duplexes over office space. Councilwoman Hunt also mentioned that duplexes would be rental property. Mr. Grafton advised that he had two rental properties next door to him, and as long as they were well maintained he did not feel it was an issue. Councilwoman McKenzie commented that although she had no knowledge of the potential layout of a duplex, she did feel that the lot was big enough for two duplexes with a parking area in the middle. Mr. Grafton could still end up looking at a back fence.

Councilwoman McKenzie asked if the applicant was in attendance. Tim Pollard with Pollard and Whited Surveying, 2514 Tee Drive, Norman, Oklahoma, appeared to represent the applicant. Councilwoman McKenzie asked if there were any tenants as of yet. Mr. Pollard indicated that there was not at this time. Mr. Pollard stated that the applicant included items in the PUD to reflect the residential area; and would be happy to comply with the Planning Commission recommendation on the fencing. In visiting with some of the residents they determined that the four-foot fence was preferred. Councilman McKenzie asked what other types of businesses the applicant owned and if they planned to office there. Mr. Pollard advised the applicant owned M&K Plumbing and did not intend to office out of the proposed building.. Councilwoman McKenzie advised that three property owners contacted her regarding the proposed development. She asked if the applicant had spoken with any of the residents. Mr. Pollard indicated that the applicant spoke to at least three of the property owners.

Councilman Webb asked if light pollution was a concern for the area. Ms. Weitman stated that the light pollution would be no worse than what would come from another residence in the area. Because based on the scale of the development and the fact that the parking would be located along the east side of the property, there would not be any tall parking lot lights adjacent to any of the homes. The applicant stated at the Planning Commission meeting that they were proposing residential fixtures such as a light pole that you would see in someone's yard, not an OG&E light pole, and the fixtures on the building would be of a residential style. Councilwoman Hunt asked if the lighting specified in the PUD was not what was installed could the City ask for it to be replaced. Ms. Weitman confirmed that the applicant could be asked to replace it with what was included in the PUD. Because the PUD indicated that it would be residential in nature and would not spill onto the neighboring properties, the City could enforce the lighting issue if the applicant was not in compliance.

Councilwoman McKenzie commented that there was a gas station to the east of the subject property and a daycare to the south. Although it was nestled into a community it does have commercial property next to it. Councilwoman McKenzie commented that she would like to ask the applicant questions since she had citizens contact her with concerns. Mr. Pollard indicated that the applicant Patty Davidson was at the meeting and was available to answer questions.

Applicant Patty Davidson, 5800 SE 149<sup>th</sup>, Oklahoma City, stated that the lot was originally zoned for duplexes; however, she indicated that she planned to build an office building for lawyers, or an insurance company. They do not anticipate a medical office. Ms. Davidson proposed that the development include

shutters, a small lamp post, benches, landscaping, or possibly a small waterfall. She indicated that they planned to construct a sidewalk and erect a four-foot fence because some of the neighbors indicated they didn't want to walk out of their house and see a long fence. She suggested pouring a stem with rock and putting the fence on top or put up stone columns with a fence in between. Ms. Davidson wanted the development to tie into the neighborhood.

Councilwoman Hunt asked if Ms. Davidson owned the property. Ms. Davidson confirmed that her parents, Don and Deloris Hill a/k/a D&D Properties owned the property. Councilwoman Hunt asked how many parking spaces were proposed. Ms. Davidson indicated that the City required one parking space for every 250 square feet resulting in around 40 spaces, which is many more than was necessary.

**Councilwoman McKenzie moved to approve Rezoning Application No. RZ-969, located in the NE/4 of Section 23, T10N, R3W, being north of SE 12<sup>th</sup> Street and west of Eastern Avenue, from R-3 General Residential District to C-1/PUD Office District/Planned Unit Development; and approve Ordinance No. 877(18), second by Councilman Webb. Motion carried unanimously.**

Ayes: McKenzie, Blair, Hunt, Webb, Hamm, Lewis

Nays: None

**Agenda Item Number 7 being:**

CONSIDER REZONING APPLICATION NO. RZ-967, LOCATED IN THE SE/4 OF SECTION 3, T10N, R3W, BEING NORTH OF NW 27<sup>TH</sup> STREET AND WEST OF I-35, FROM C-3/R-1 GENERAL COMMERCIAL DISTRICT/SINGLE FAMILY DWELLING DISTRICT TO C-3/PUD GENERAL COMMERCIAL DISTRICT/PLANNED UNIT DEVELOPMENT; AND APPROVE ORDINANCE NO. 873(17). APPLICATION BY EXCEL FOOD MART, INC./NEAL DO. (PLANNING COMMISSION VOTED 4-4). WARD 2.

Elizabeth Weitman, Community Development Director, stated that the vacant property contained approximately 4.5 acres and was located north of NW 27<sup>th</sup> Street and west of I-35. Ms. Weitman advised that the proposed application was a continuation of Rezoning Application No. 950, which was heard in February 2017 and tabled to allow an opportunity for the applicant to hold a neighborhood meeting in an effort to reach a compromise with the neighbors opposed to the development. The residents that attended the meeting requested the applicant provide a detailed Traffic Impact Analysis, reduce the number of diesel pumps, and eliminate the curb cut to Poplar Drive. The applicant has since addressed each of the requests by providing a Traffic Impact Analysis, reducing the diesel pump stations to three, and eliminating the drive to Poplar Avenue. In addition, he increased the setback from residential homes to 55 feet. The applicant reapplied for a C-3 zoning as a Planned Unit Development. The PUD gives the City and the residents some assurance as to the applicant's plan for the development. Public water and sewer would serve the site. No floodplain was located on the site. Access would be provided from NW 27<sup>th</sup> Street and I-35 Service Road. Ms. Weitman advised that TEC was retained by the applicant to perform the traffic study. The study projected the amount of vehicular traffic anticipated to be generated by the development up to the year 2022. They also evaluated the intersection capacities taking into account the additional traffic. TEC determined that the total traffic conditions were expected to operate at a good level of service during the peak hours of the day. The analysis also noted the poor design of the southbound onramp at NW 12<sup>th</sup> Street. The study predicted an increase of approximately 5%, or around 3 cars per day, to the onramp from present day numbers.

Ms. Weitman stated that the applicant proposed a PUD with the following amenities:

1. A 55-foot landscape buffer along the west and north property lines where abutting residential lots. A minimum landscape requirement of 37 trees and 55 shrubs, resulting in a 15% increase above the C-3 minimum landscape requirements.
2. A masonry sight-proof fence along the north and west property lines where adjacent to residential use.
3. No freestanding accessory signs allowed within 100 feet north of NW 27<sup>th</sup> Street. No wall sign or electric message sign allowed facing Poplar Drive.
4. Two landscaped detention/infiltration ponds designed with a natural shape would contain stormwater detention.
5. A minimum of 30% open space provided consisting of landscaping, the detention/infiltration ponds, and a dog run.
6. Building height limited to one-story.
7. No overnight truck parking, truck/trailer repair, no scales, laundry facilities, or overnight rest accommodations.

Ms. Weitman indicated that the Envision Moore 2040 Plan designed the majority of the site to be Transitional Commerce, which included uses that rely on access and visibility from interstates and major roadways. The uses are seen as a buffer between residential uses and busy streets. The northwest portion of the site was designated as Neighborhood Preservation which discourages commercial land use encroachment in the Lockhoma neighborhood. The southwest portion of the site was designated Neighborhood Commercial District which should be located near neighborhoods on arterial roadways.

Ms. Weitman advised that the application was reviewed. She stated that the layout of the site meets the land use designation. The heavier use of the diesel pumps and RV parking were located on the east side, abutting the I-35 Service Road, shown as Transitional Commerce on the comprehensive plan. The area designated as Neighborhood Preservation takes in two lots on the northwest portion of the site. The applicant setback the proposed building and included a 55-foot heavily landscaped buffer. The Neighborhood Commercial site that fronts onto NW 27<sup>th</sup> Street would contain the convenience store portion of the development. Staff believes the PUD contained a lot of protections for the neighborhood; therefore, and an amendment to the plan was not necessary.

Ms. Weitman advised that two residents spoke in protest to the application at the Planning Commission meeting. Their concerns included the amount of traffic generated and the impacts to the neighborhood. The Planning Commission voted 4-4 on the item resulting in a tie vote. She noted that the applicant was in attendance at the meeting to answer any questions.

Councilman Hamm felt the PUD and the traffic study went above and beyond what was required of the applicant. He acknowledged there was always concerns when commercial and residential abut one another; however, this was proposed on a commercial corner and he felt it was a good fit for the location. The traffic study reflected that the roadways could support the additional traffic at the intersections. He expressed appreciation to the applicant for listening to the protestor's concerns.

JoNell Lunow, 2936 Hillcrest, advised that they have lived in their residence since 1964 and they also own homes at 2930, 2932, 2949, and a lot at 2941 Hillcrest. Ms. Lunow stated that their concern was the 24 hours a day, 7 days a week hours of operation. She commented that the traffic study only went to Poplar; however, it was difficult to get out of the addition using Woodlawn or Hillcrest. The semi-trucks trying to use the onramps going south already creates a problem. Ms. Lunow commented that they would like to see a business with regular business hours at the location. She also added her opinion that Mr. Do's businesses were not well maintained.

Daniel White, 2957 Poplar Drive, stated that he was unable to attend the neighborhood meeting. The feedback he received was that the neighborhood was still opposed to the development. He stated that

the Planning Commission did not approve the item because the vote was a tie. Mr. White stated that he addressed the Planning Commission at their meeting on January 9, 2018 and asked what would happen if the development was not completed or if it went out of business. He commented that the Valero at 89<sup>th</sup> and I-35 did close. He felt it was relevant because Mr. Do was affiliated with the Valero and he felt it was an eye sore. Mr. White advised that he wanted the traffic study performed but had some difficulty understanding the content. He believed the 12<sup>th</sup> Street onramp was a hazard. He also indicated that traffic congestion was already a problem in the area. Mr. White stated that although he was opposed to the item a compromise would be to omit the west portion of the property from the application and locate the development on the east half.

Councilwoman McKenzie asked the applicant if he was affiliated with the Valero at 89<sup>th</sup> and I-35 and what the plans were for the property.

The applicant, Neal Do, 2820 SW 136<sup>th</sup>, OKC, stated that the Valero was originally owned by a friend of his. The store was in a bind and Mr. Do was asked to take over the operation. There was a lease agreement on the property with Valero. Because the property was leased there wasn't a lot they could do with the property without the consent of Valero. When the lease expired the property was sold to Eskridge Honda and would become an automobile dealership.

Councilwoman Hunt asked if he owned a Shell station in Bricktown. Mr. Do indicated that he did not own property in Bricktown but did own a station in Okemah. He stated that when you make this type of investment you definitely put a lot of effort in maintaining the facility and taking care of the customers. He stated that the City Manager of Okemah felt the station there was an asset that provided family oriented services to the residents.

Mayor Lewis asked if Mr. Do was interested in purchasing the property on the corner of the proposed development. Mr. Do stated that he was currently involved in negotiations on the purchase of the property.

Councilwoman Hunt asked if they would have semi-truck traffic. Mr. Do advised that they would have truck traffic; however, there would be only three diesel pumps and no overnight parking would be allowed. Councilman Hamm confirmed that there would be no showers or laundry services. Mr. Do stated that was correct. They wished to cater to local drivers similar to On-Cue and provide not only fuel but food service.

**Councilman Hamm moved to approve Rezoning Application No. RZ-967, located in the SE/4 of Section 3, T10N, R3W, being north of NW 27<sup>th</sup> Street and west of I-35, from C-3/R-1 General Commercial District/Single Family Dwelling District to C-3/PUD General Commercial District/Planned Unit Development; and approve Ordinance No. 873(17), second by Councilman Blair. Motion carried by majority vote.**

Ayes: McKenzie, Blair, Hunt, Webb, Hamm  
Nays: Lewis

**Agenda Item Number 8 being:**

CONSIDER THE APPOINTMENT OF LOUIE WILLIAMS TO FILL THE UNEXPIRED TERM OF WARD 3 COUNCILMAN TERRY CAVNAR WHO RESIGNED HIS SEAT FROM THE CITY COUNCIL ON DECEMBER 18, 2017.



Mayor Lewis advised that he placed the item on the agenda to consider appointing Louie Williams to fill the Ward 3 City Council seat. He felt that Mr. Williams, who was currently serving on the Planning Commission, would be a good addition to the City Council.

Councilman Webb requested that the item be tabled to allow the City Council an opportunity to visit with Mr. Williams.

**Councilman Webb moved to table the item to the February 20, 2018, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER AUTHORIZING A FACILITIES LICENSE AGREEMENT BETWEEN THE CITY OF MOORE AND NEW CINGULAR WIRELESS PCS, LLC D/B/A AT&T MOBILITY FOR WIRELESS INSTALLATIONS ON STREET LIGHT AND TRAFFIC SIGNAL POLES.

Brooks Mitchell, City Manager, advised that the proposed agreement with New Cingular Wireless d/b/a AT&T Mobility was for wireless installations of small cell antennas on street light and traffic signal poles in the City right-of-way. Ordinance No. 876(17), approved at the December 18, 2017 City Council meeting, authorized the regulation and permitting of wireless facilities within the City right-of-way. Mr. Mitchell indicated that Jan Moran with AT&T was in attendance to answer any questions.

**Councilman Webb moved to approve a Facilities License Agreement between the City of Moore and New Cingular Wireless PCS, LLC d/b/a AT&T Mobility for wireless installations on street light and traffic signal poles, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER AUTHORIZING STAFF TO SOLICIT PROPOSALS IN CONJUNCTION WITH THE CLEVELAND COUNTY SHERIFF'S DEPARTMENT FOR SOLICITATION OF POLICE RECORDS, POLICE CAD, AND FIRE RECORDS SOFTWARE.

David Thompson, Manager of Information Technology, advised that staff would requesting authorization to solicit proposals along with the Cleveland County Sheriff's Office on the purchase of various police and fire software. Mr. Thompson felt that a significant amount of money could be saved and response time and recordkeeping enhanced by having access to the merged data.

Brooks Mitchell, City Manager, clarified that the RFP would be solicited as a joint project between the City of Moore and Cleveland County, and solicited separately for each of the entities in order to get a clear picture of the cost savings. Mr. Mitchell advised that the item would be brought back to Council for direction before moving forward.

**Councilman Blair moved to authorize staff to solicit proposals in conjunction with the Cleveland County Sheriff's Department for solicitation of police records, police CAD, and fire records software, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF SUMMER DAY CAMP SPECIALIST AND APPROVE PLACEMENT IN PAY GRADE 101 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2016).

Todd Jenson, Assistant City Manager, advised that Agenda Items No. 11, 12 and 13 were companion items. Mr. Jenson indicated that several patrons have requested additional programming and leagues, including a Summer Day Camp. He noted that the proposed job descriptions were for the positions to staff the camp. He stated that staff felt confident that the revenue generated from the camp and other identified savings would pay for all three positions. The position of Summer Day Camp Specialist would be placed in the pay table in pay grade 101 which was approximately \$9.00 an hour.

Councilman Webb commended Mr. Jenson for providing more program options for the citizens. He stated that they receive compliments on The Station often.

**Councilwoman McKenzie moved to approve a new job description for the position of Summer Day Camp Specialist and approve placement in pay grade 101 of the City's salary table approved by City Council on June 20, 2016 (effective July 1, 2016), second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 12 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF SUMMER DAY CAMP SUPERVISOR AND APPROVE PLACEMENT IN PAY GRADE 102 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2016).

Todd Jenson, Assistant City Manager, advised that the position of Summer Day Camp Supervisor was Pay Grade 102 or \$10.27 per hour.

**Councilman Webb moved to approve a new job description for the position of Summer Day Camp Supervisor and approve placement in pay grade 102 of the City's salary table approved by City Council on June 20, 2016 (effective July 1, 2016), second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 13 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF RECREATION PROGRAM ASSISTANT AND APPROVE PLACEMENT IN PAY GRADE 106 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2016).

Todd Jenson, Assistant City Manager, advised the job description for Recreation Program Assistant was a full-time position and would be placed in Pay Grade 106 or \$15.03 per hour. This position would oversee the Summer Day Camp and oversee the staff positions previously approved under Agenda Items 11 and 12. This employee would also assist with leagues and provide camp instruction to obtain additional cost savings.

**Councilman Hamm moved to approve a new job description for the position of Recreation Program Assistant and approve placement in pay grade 106 of the City's salary table approved by City Council on June 20, 2016 (effective July 1, 2016), second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 14 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF HUMAN RESOURCES ASSISTANT AND APPROVE PLACEMENT IN PAY GRADE 106 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2016).

Brooks Mitchell, City Manager, advised that this was the last position necessary in the restructuring of the Human Resources and Risk Management Departments. The proposed position of Human Resources Assistant would downgrade the position of the Human Resources Generalist to an Administrative Assistant position resulting in payroll savings.

**Councilwoman Hunt moved to approve a new job description for the position of Human Resources Assistant and approve placement in pay grade 106 of the City's salary table approved by City Council on June 20, 2016 (effective July 1, 2016), second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 15 being:**

CONSIDER AWARDED BID NO. 1718-07 "SW 17<sup>TH</sup> AND JANEWAY REDEVELOPMENT UTILITY DESIGN" TO BREWER CONSTRUCTION IN THE AMOUNT OF \$1,053,982.87, AND APPROVE CONTRACT FOR SAME.

Todd Jenson, Assistant City Manager, advised that the City solicited bids for design of the road, water, sanitary sewer, and storm sewer on the SW 17<sup>th</sup> and Janeway project. Mr. Jenson stated that four bids with received with the lowest and best bid being from Brewer Construction in the amount of \$1,053,982.87. Mr. Jenson advised that the estimated completion date for the SW 17<sup>th</sup> and Janeway project was late spring 2018.

Councilwoman Hunt asked how the project would be funded. Mr. Jenson advised that it would be funded using CDBG-DR funds.

**Councilman Webb moved to award Bid No. 1718-07 "SW 17<sup>th</sup> and Janeway Redevelopment Utility Design" to Brewer Construction in the amount of \$1,053,982.87, and approve contract for same, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 16 being:**

CONSIDER AWARDING BID NO. 1718-05 "FIRE STATION NO. 2" ON BID PACKAGE NO. 9A FOR CERAMIC TILE, RESILIENT BASE AND ACCESSORIES, SPORT FLOORING, TILE CARPETING, TO FOWLER CARPET SALES IN THE AMOUNT OF \$49,500 AS THE LOWEST AND BEST BIDDER; AND APPROVE CONTRACT FOR SAME.

Brooks Mitchell, City Manager, advised that this item was the latest in a series of bids on the various components for the construction of Fire Station No. 2. Mr. Mitchell recommended awarding the bid for Bid Package No. 9A to Fowler Carpet Sales in the amount of \$49,500.

**Councilwoman McKenzie moved to award Bid No. 1718-05 "Fire Station No. 2" on Bid Package No. 9A for Ceramic Tile, Resilient Base and Accessories, Sport Flooring, Tile Carpeting, to Fowler Carpet Sales in the amount of \$49,500 as the lowest and best bidder; and approve contract for same, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 17 being:**

CONSIDER THE PURCHASE OF DATA CENTER UPGRADE FROM DAVENPORT GROUP IN THE AMOUNT OF \$39,845 OFF OF STATE CONTRACT NO. SW1020D.

David Thompson, Manager of Information Technology, advised that the proposed purchase was for an additional host for the virtual server environment. The City was on average using 85% of memory on the servers and peaking at 100%. Mr. Thompson stated that to prevent issues from occurring the City must add another server to enhance storage capacity.

**Councilman Webb moved to approve the purchase of data center upgrade from Davenport Group in the amount of \$39,845 off of State Contract No. SW1020D, second by Councilwoman Hunt. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 7:45 P.M.**

**Agenda Item Number 18 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JANUARY 16, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$1,000,701.63.

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

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:46 P.M.**

**Agenda Item Number 19 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JANUARY 16, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$283,358.99.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:46 P.M.**

**Agenda Item Number 20 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 Webb expressed his appreciation for the update on the power washing of the 19<sup>th</sup> Street water tower.

Mayor Lewis asked Police Chief Stillings to address the issue of purported increase in car break-ins occurring around the metro. Councilman Webb commented that there have been some issues in his neighborhood where the owners have left their vehicles unlocked. Chief Stillings stated that the police department performs an analysis on auto burglaries each month. Of the reported break-ins, approximately 85-90% of the vehicles were left unlocked. The Police Department uses various forms of social media to encourage drivers to lock their car doors. Mayor Lewis expressed his appreciation to the Police Chief and the officers for the good job that they do.

Councilwoman McKenzie stated that a citizen contacted her regarding the unsolicited free newspaper distributions that are left in driveways around the City. She asked if there was an ordinance that addressed situations where homes were unoccupied or situations where the paper is left outside for an extended period of time. City Attorney, Randy Brink, advised that the City does have an ordinance against

littering; however, the delivery of advertisements through a newspaper or through commercial speech are protected rights and cannot be regulated against. Councilwoman McKenzie questioned whether the City could regulate how far from the house the papers are left. Mr. Brink commented that it would be nearly impossible to enforce such an ordinance.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that the FY 2018-2019 budget process had begun and he looked forward to meeting with the City Council sometime in early April. Mr. Mitchell stated that the SW 19<sup>th</sup> water tower was in the process of being cleaned; however, the high wind speed and cold temperatures prevented the project from being completed. He stated that staff hoped to complete the project as soon as possible.

**Agenda Item Number 21 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:53 p.m.**

TRANSCRIBED BY:

\_\_\_\_\_  
RHONDA BAXTER, Executive Assistant

FOR:

\_\_\_\_\_  
ADAM WEBB, MPWA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
LINDA STEWART, City Clerk