

**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  
MARCH 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 March 19, 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: McKenzie, Blair, Hunt, Williams, 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; Assistant Police Chief, Todd Strickland; Sergeant David Dickinson; 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 MARCH 5, 2018.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD FEBRUARY 6, 2018.
- C) ADOPT RESOLUTION NO. 896(18) APPROVING THE DECEMBER 2017 COMMUNITY DEVELOPMENT BLOCK GRANT-DISASTER RECOVERY ("CDBG-DR") INTERNAL AUDIT REPORT.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$2,372,206.23.

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

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

**Agenda Item Number 3 being:**

CONSIDER REJECTING ALL BIDS FROM RFP NO. 1718-09 "MOBILE COMMAND/COMMUNICATIONS VEHICLE", AND AUTHORIZE STAFF TO SOLICIT NEW PROPOSALS WITH MODIFIED SPECIFICATIONS.

Brooks Mitchell, City Manager, stated that after bids were solicited for a new mobile command/communications vehicle staff received calls from potential bidders with questions and concerns regarding the specifications. Mr. Mitchell indicated that staff believed the suggested changes would make a better vehicle; therefore, staff requested that the bids be rejected to allow for the bid specifications to be modified and the item rebid.

**Councilwoman McKenzie moved to reject all bids from RFP No. 1718-09 "Mobile Command/Communications Vehicle" and authorize staff to solicit new proposals with modified specifications, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER APPROVAL OF WRITTEN AMENDMENTS CHANGING THE MOBILIZATION CLAUSE FOR THE ON-DEMAND CONSTRUCTION SERVICE CONTRACTS WITH CIMARRON CONSTRUCTION, RUDY CONSTRUCTION COMPANY, AND SILVER STAR CONSTRUCTION COMPANY.

Randy Brink, City Attorney, advised that the proposed amendments to the On-Demand Construction Services contracts with Cimarron Construction, Rudy Construction Company, and Silver Star Construction Company included changes requested by HUD on the billing schedule for mobilization fees.

**Councilwoman Hunt moved to approve written amendments changing the mobilization clause for the On-Demand Construction Service contracts with Cimarron Construction, Rudy Construction Company, and Silver Star Construction Company, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER AWARDING BID NO. 1718-05 "FIRE STATION NO. 2" ON BID PACKAGE NO. 7B FOR MOISTURE PROTECTION AND SEALERS TO HARNESS ROOFING, INC. IN THE AMOUNT OF \$38,199 AS THE LOWEST AND BEST BIDDER; AND APPROVE CONTRACT FOR SAME.

**Councilman Webb moved to award Bid No. 1718-05 "Fire Station No. 2" on Bid Package No. 7B for Moisture Protection and Sealers to Harness Roofing, Inc. in the amount of \$38,199 as the lowest and best bidder; and approve contract for same, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF PC TECHNICIAN 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, stated that the creation of a PC Technician position was previously authorized by the City Council. The agenda item was for approval of a job description and pay grade for the newly created position.

**Councilwoman McKenzie moved to approve a new job description for the position of PC Technician 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, Williams, Webb, Hamm, Lewis  
Nays: None

**Agenda Item Number 7 being:**

CONSIDER REJECTION OF BIDS SOLICITED IN CONJUNCTION WITH THE CLEVELAND COUNTY SHERIFF'S DEPARTMENT FOR POLICE RECORDS, POLICE CAD, AND FIRE RECORDS SOFTWARE; AND AUTHORIZE THE SOLICITATION OF NEW PROPOSALS.

Brooks Mitchell, City Manager, stated that the City solicited joint bids with Cleveland County regarding police records, CAD, and fire software. After reviewing the responses both entities recommended rejecting the bids and rebidding using modified specifications.

Mayor Lewis and Councilman Hamm asked if the City was still proposing a joint project with Cleveland County. Mr. Mitchell stated that the bid would be solicited jointly. Once the responses were reviewed it would be determined if it would be beneficial to continue working together with the County or for the software to be purchased separately. Mr. Mitchell advised that an item would be brought to the City Council with a recommendation for award of the bid.

**Councilman Blair moved to reject bids solicited in conjunction with the Cleveland County Sheriff's Department for police records, police CAD, and fire records software; and authorize the solicitation of new proposals, second by Councilwoman Hunt. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:39 P.M.**

**Agenda Item Number 8 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MARCH 5, 2018.

- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$611,385.18.

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

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:40 P.M.**

**Agenda Item Number 9 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MARCH 5, 2018.  
B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$167,500.80.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN ADAM WEBB PRESIDING AT 6:41 P.M.**

**Agenda Item Number 10 being:**

ROLL CALL

PRESENT: McKenzie, Blair, Hunt, Lewis, Williams, Hamm, Webb  
ABSENT: None

**Agenda Item Number 11 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD FEBRUARY 20, 2018.

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

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:43 P.M.**

**Agenda Item Number 12 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.

Mayor Lewis expressed his appreciation to Vice-Mayor Blair for chairing the March 5, 2018 meeting in his absence.

Councilwoman McKenzie advised that a woman had posted a story on the Moore Facebook page about how her son's new bike was stolen from 4<sup>th</sup> and Santa Fe. Sergeant Wells from the Moore Police Department responded to the call and took an incident report. Approximately two hours later Sergeant Wells returned with two bikes, one for the son whose bike was stolen, and one for her other son so he wouldn't feel left out. She wanted to acknowledge Sergeant Wells for his actions.

Councilwoman McKenzie noted that there was a tremendous turnout for the Old Town Public Meeting held on March 15, 2018. She advised that Councilwoman Hunt attended the meeting as well as approximately six Planning Commissioners, several City staff, and numerous citizens from within the community. She felt there was a lot of excitement about Old Town. Councilwoman McKenzie thanked Community Development Director, Elizabeth Weitman, for organizing the meeting.

Councilman Hamm suggested holding a Council Retreat that would coincide with the budget process. He felt it was beneficial to meet once a year.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, congratulated the Randall University Men's Basketball Team for winning their third straight championship. He noted that the Women's Basketball Team had also recently won three straight championships.

Mr. Mitchell noted that the 34<sup>th</sup> Street Bridge pre-bid meeting was moved to May with a let date in June and an anticipated start date in July 2018. He added that the City should close on the bond issue approved by the City Council on March 21, 2018. The funds would be used to pay ODOT for the City's portion of the bridge project. Councilwoman McKenzie wanted to clarify that the bond issue was voted on by the citizens and the City Council approved the issuance of the bonds.

**Agenda Item Number 13 being:**

ADJOURNMENT

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

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

Nays: None

**The City Council, Moore Public Works Authority, and the Moore Risk Management meetings  
were adjourned at 6:46 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