

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
MAY 7, 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 May 7, 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, Williams, Webb, Hamm, Lewis
ABSENT: Blair, Hunt

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; Kahley Gilbert, Administrative Assistant (Capital Planning & Resiliency); City Clerk, Linda Stewart; Community Development Director, Elizabeth Weitman; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Assistant Fire Chief, Greg Herbster; Human Resources Director, Christine Jolly; Manager of Information Technology, David Thompson; Police Chief, Jerry Stillings; Sergeant David Dickinson; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole.

Mayor Lewis presented a proclamation to Sergeant David Dickinson with the Moore Police Department declaring the week of May 13-19, 2018 as "Police Week" in Moore, and directing the flags to be flown at half-staff to honor the service and sacrifice of law enforcement officers killed in the line of duty. Mayor Lewis, on behalf of the City Council and citizens of Moore, expressed appreciation to the Moore Police Department for their service to the City. Sergeant Dickinson announced various events that would be held during the week. Activities included a Chili Cook-off scheduled for May 15, 2018. In addition they will ride to the Oklahoma Law Enforcement Officers memorial service on May 18, 2018. Sergeant Dickinson indicated that this was the 50th memorial service and approximately 54 officers would be attending from throughout the state. He thanked the City Council for their support.

Councilman Hamm mentioned that National Telecommunicator Week was held April 8-14, 2018. He wanted to acknowledge the unseen heroes who receive the 9-1-1 calls and work behind the scenes with the first responders. Mayor Lewis suggested that something be put on a future agenda to recognize their service to the City.

Mayor Lewis presented a proclamation to Parks Board Member Janie Milum declaring May 19, 2018 as "Kids to Parks Day."

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD APRIL 16, 2018.
- B) ACCEPT A WATERLINE EASEMENT IN THE NW/4 OF SECTION 35, T10N, R3W FROM RALPH EDWARD WARD AND SUSAN WARD FOR CONSTRUCTION OF THE SW 34TH STREET BRIDGE PROJECT.
- C) ACCEPT A WATERLINE EASEMENT IN THE NW/4 OF SECTION 35, T10N, R3W FROM MIKE WARD FOR CONSTRUCTION OF THE SW 34TH STREET BRIDGE PROJECT.
- D) ACCEPT A WATERLINE EASEMENT IN THE NE/4 OF SECTION 34, T10N, R3W FROM THE CHANCELLOR FAMILY TRUST FOR CONSTRUCTION OF THE SW 34TH STREET BRIDGE PROJECT.
- E) ACCEPT A 10' UTILITY EASEMENT AND A 15' PUBLIC UTILITY EASEMENT LOCATED IN SEC. 26, T10N, R3W BEING NORTH OF SW 34TH STREET AND EAST OF TELEPHONE ROAD. APPLICATION BY INTEGRIS HOSPITAL/GINNY CORFF-GRIFFEN.
- F) APPROVE AN AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF CLEVELAND COUNTY, THE CITY OF MOORE, AND THE CITY OF OKLAHOMA CITY FOR PROJECT NO. PJ-CL-0055 (PROJECT APPROVED AT THE APRIL 2, 2018 CITY COUNCIL MEETING) REGARDING THE RESURFACING OF SW 34TH STREET (SW 164TH STREET IN OKLAHOMA CITY) FROM SANTA FE TO WESTERN.
- G) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$3,001,953.64.

Councilwoman McKenzie moved to approve the Consent Docket in its entirety, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 3 being:

CONSIDER AWARDDING BID NO. 1718-06 "CONSTRUCTION SERVICES FOR LITTLE RIVER PARK DRAINAGE IMPROVEMENTS" TO DOWNEY CONTRACTING IN THE AMOUNT OF \$9,849,243.75 AS THE LOWEST AND MOST RESPONSIBLE BIDDER; AND APPROVE CONTRACT FOR SAME.

Todd Jenson, Assistant City Manager, advised that the City accepted bids for the drainage improvements in Little River Park. Three bids were received with the lowest bid from Downy Contracting in the amount of \$9,849,243.75. Mr. Jenson stated that the project included improvements to the drainage channel, the installation of two foot bridges to connect the walking trail from the east to the west side of the park, and the creation of a 1.5 mile trail to the Janeway redevelopment currently under construction. He stated that there would be fitness stations installed using grant funds from the Cardinal Cares Foundation. The bridge at 17th Street would be reconstructed with minor infrastructure work included in the project. Mr. Jenson added that the project would be funded using CDBG-DR funds.

Councilwoman McKenzie asked when construction would begin. Mr. Jenson estimated construction would start within two to three weeks on the ten to twelve month project.

Councilman Webb moved to award Bid No. 1718-06 "Construction Services for Little River Park Drainage Improvements" to Downey Contracting in the amount of \$9,849,243.75 as the lowest and most responsible bidder; and approve contract for same, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER REZONING APPLICATION NO. RZ-970 LOCATED IN THE SW/4 OF SECTION 1, T10N, R3W, BEING NORTH OF NE 27TH STREET AND EAST OF EASTERN AVENUE, FROM R-2 TWO-FAMILY DWELLING DISTRICT TO R-1 SINGLE FAMILY DWELLING DISTRICT: AND APPROVE ORDINANCE NO. 879(18). APPLICATION BY TABER BUILT HOMES, LLC & PREMIUM LAND DEVELOPMENT, LLC/ ZACH HOLLAND. (PLANNING COMMISSION RECOMMENDED APPROVAL 6-0). WARD 2.

Elizabeth Weitman, Community Development Director stated that Agenda Items No. 4 and 5 were companion items. Ms. Weitman advised that the proposed rezoning consisted of approximately 1.6 acres located adjacent to 11 residential lots located within The Waters Addition Phase I. The site was rezoned to R-2 in 2016 for duplexes but was never developed. She stated that the applicant proposed to rezone a 10-foot strip of land from R-2, including the utility easement, and incorporate it into the R-1 lots to increase their size. The application would require a rezoning and replatting of the R-1 lots. Ms. Weitman stated that public water and sewer were available to serve the site, with access provided from NE 34th Terrace. No floodplain was located on the property. Ms. Weitman indicated that the Envision Moore 2040 Plan designated the area as Urban Residential. She stated that staff recommended approval of Agenda Items No. 4 and 5 since the application was not anticipated to affect the overall goals of the plan or negatively impact the character of the area.

Councilwoman McKenzie moved to approve Rezoning Application No. RZ-970 located in the SW/4 of Section 1, T10N, R3W, being north of NE 27th Street and east of Eastern Avenue, from R-2 Two-Family Dwelling District to R-1 Single Family Dwelling District: and approve Ordinance No. 879(18), second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER THE RE-PLAT OF LOTS 1-11 OF BLOCK 2, FOR THE WATERS ADDITION, PHASE I, LOCATED IN THE SW/4 OF SECTION 1, T10N, R3W, BEING NORTH OF NE 27TH STREET AND EAST OF EASTERN AVENUE. APPLICATION BY TABER BUILT HOMES, LLC & PREMIUM LAND DEVELOPMENT, LLC/ZACH HOLLAND. (PLANNING COMMISSION RECOMMENDED APPROVAL 6-0). WARD 2.

Councilwoman McKenzie moved to approve the re-plat of Lots 1-11 of Block 2, for The Waters Addition, Phase I, located in the SW/4 of Section 1, T10N, R3W, being north of NE 27th Street and east of Eastern Avenue, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER THE FINAL PLAT OF JANEWAY VILLAGE, LOCATED IN THE SE/4 OF SECTION 22, T10N, R3W, BEING WEST OF TELEPHONE ROAD AND NORTH OF SW 19TH STREET. APPLICATION BY THE CITY OF MOORE. (PLANNING COMMISSION RECOMMENDED APPROVAL 6-0). WARD 3.

Elizabeth Weitman, Community Development Director, advised that the subject site was located north of SW 17th and west of Telephone Road. Ms. Weitman indicated that the vacant property was previously developed as a mobile home park and was purchased by the City after the May 20, 2013 tornado in order to facilitate the redevelopment of affordable housing. The redevelopment was based on the new urbanism principles which would create a healthy, walkable, well-functioning village center near the SW 19th Street Corridor. A comprehensive Master Redevelopment Plan was developed to assist in guiding the development, and the property was rezoned to R-4 as a Multi-Family Residential District as a Planned Unit Development to allow for apartments with accessory commercial uses at the corner of SW 17th and Max Morgan Blvd. She advised that the City was requesting approval of the final plat in order to facilitate the sale of the land to the selected developer. Public water and sewer would serve the site and were being rerouted to meet the redevelopment needs. Access would be provided by the existing street network. She noted that through the redevelopment process, the connection at Max Morgan and SW 17th Street would be re-established and Janeway Avenue would be reconstructed as outlined in the Master Redevelopment Plan. Ms. Weitman noted that there was a FEMA designated 100-year floodway and floodplain running along the east boundary of the property, which would be developed to function as stormwater detention, un-programmed recreational space, and a 10-foot multi-use trail along the creek edge.

The Envision Moore 2040 Plan calls for this location to be Community Commercial. Allowable land uses include mixed-use development with up to 50% residential land use. Ms. Weitman stated that the application was reviewed and was found to be in conformance with the intent of the Plan. The plan identified Janeway Creek as an opportunity for a Priority Greenway Corridor to connect the Little River Park to the SW 19th Street Commercial Corridor. Ms. Weitman advised that the development would bring the multi-use trail from Little River Park to SW 17th Street. She stated that the site would utilize existing Janeway Creek and surrounding floodplain as an amenity to be developed with a multi-use trail and other amenities. Since the final plat was in compliance with the approved SW 17th/Janeway Master Redevelopment Plan, and Rezoning Application No. 946 approved in 2016, staff recommended approval of the item.

Mayor Lewis asked if HUD funds were secured for the project. Todd Jenson, Assistant City Manager, confirmed that they were secured.

Councilman Hamm asked when details about the site plan would be available. Ms. Weitman indicated that the City was in contract negotiations with the developer. The developer was anticipated to provide a more detailed site plan that would include a rendering of the apartments sometime in May. Ms. Weitman advised that a committee was formed to review the plans. A meeting would be scheduled as soon as the site plan was received. Councilman Williams stated that the PUD process would allow the City to have a considerable amount of influence over the site plans.

Mayor Lewis expressed appreciation to Ms. Weitman, her staff, the committee, and the citizens who had contributed their input on the project.

Councilman Williams moved to approve the final plat of Janeway Village, located in the SE/4 of Section 22, T10N, R3W, being west of Telephone Road and north of SW 19th Street, second by Councilman Hamm. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER APPROVAL OF THE 2018-19 CODE ENFORCEMENT ABATEMENT CONTRACTS WITH COMPLETE LAWN MAINTENANCE AND JOY'S LANDSCAPING TO PROVIDE CITY-WIDE CODE ENFORCEMENT ABATEMENT SERVICES.

Elizabeth Weitman, Community Development Director, advised that the City solicited applications for Code Enforcement Abatement services in February 2018. Ms. Weitman indicated that the City now sets the price for all abatement services and interested companies would submit their qualifications for review. Three responses were received from interested contractors. Each company's equipment and yards were inspected and their references were contacted. Ms. Weitman advised that staff recommended approval of contracts with Complete Lawn Maintenance and Joy's Landscaping for Code Enforcement abatement services for FY 2018-2019.

Councilman Hamm moved to approve 2018-19 Code Enforcement Abatement Contracts with Complete Lawn Maintenance and Joy's Landscaping to provide city-wide Code Enforcement abatement services, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER APPROVAL OF A PROFESSIONAL SERVICES CONTRACT WITH ADG IN AN AMOUNT NOT TO EXCEED \$35,000 TO DEVELOP ARCHITECTURAL STANDARDS AND RELATED CITY CODE UPDATES FOR OLD TOWN.

Elizabeth Weitman, Community Development Director, stated that the comprehensive plan identified Old Town as a priority for the City. Because of some recent development in Old Town staff felt there should be basic standards implemented in order to protect the integrity of the area. Ms. Weitman advised that a series of meetings were held with property owners to review changes to the zoning, street design, and building aesthetic standards. A public meeting was held and was well attended giving them the opportunity to receive great feedback. She advised that a second meeting was scheduled for May 17, 2018 at 6:30 p.m. The proposed contract with ADG in an amount not to exceed \$35,000 was for development of a Code implementing the new architectural standards for Old Town.

Mayor Lewis asked if the property owners would be forced to comply with the standards once they have been implemented. Ms. Weitman stated that the intent was to require compliance with a new baseline for new construction development within Old Town.

Councilwoman McKenzie moved to approve a professional services contract with ADG in an amount not to exceed \$35,000 to develop architectural standards and related city code updates for Old Town, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A CONTRACT WITH DILLON AND ASSOCIATES FOR AUDITING SERVICES FOR THE FISCAL YEAR ENDED JUNE 30, 2018.

Betty Koehn, Finance Director, advised that Agenda Items No. 9 and 10 were related items. She stated that the proposed contract with Dillon and Associates was for auditing services, includes the filing of the Annual Survey of City and Town Finances with the State Auditor, and preparation of the Sinking Fund Estimate of Needs. Ms. Koehn stated that the cost for the services was estimated at \$47,500 which was a reduction from the prior year cost. She indicated that the auditor recommended last fiscal year that the City take on more of the financial statement and note disclosure preparation. Staff was requesting that the City contract with Crawford and Associates for preparation of the FY 18 financial statements for the audit. Some of the special projects that were previously handled by Crawford and Associates would be handled in-house by the Finance Department resulting in no increased costs to the City.

Councilman Williams asked if the funds were budgeted for the project. Ms. Koehn indicated that the funded were budgeted.

Councilwoman McKenzie moved to approve a contract with Dillon and Associates for auditing services for the fiscal year ended June 30, 2018, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER APPROVAL OF A CONTRACT WITH CRAWFORD & ASSOCIATES TO PROVIDE THE FINANCE DEPARTMENT WITH FINANCIAL SERVICES ON SPECIAL PROJECTS AND TO PREPARE THE CITY'S ANNUAL FINANCIAL STATEMENTS FOR FISCAL YEAR ENDED JUNE 30, 2018.

Councilwoman McKenzie moved to approve a contract with Crawford & Associates to provide the Finance Department with financial services on special projects and to prepare the City's annual financial statements for fiscal year ended June 30, 2018, second by Councilman Williams. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:57 P.M.

Agenda Item Number 11 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD APRIL 16, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$941,848.57.

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

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:58 P.M.

Agenda Item Number 12 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD APRIL 16, 2018.
- B) APPROVE PAYMENT OF A WORKERS' COMPENSATION SETTLEMENT IN THE AMOUNT OF \$9,948.40 FOR CBR CLAIM NO. 2050000573 TO MONROE BOE COLSTON AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- C) APPROVE PAYMENT OF A WORKERS' COMPENSATION SETTLEMENT AS A RESULT OF MEDIATION IN THE TOTAL AMOUNT OF \$47,640.00 FOR CBR CLAIM NO. 2050000617 AND CBR CLAIM NO. 2050000614 TO JIMMY SECRIST AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2017-2018 IN THE AMOUNT OF \$349,487.98.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:00 P.M.

Agenda Item Number 13 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.

Councilwoman McKenzie stated that she received several texts from citizens regarding flooding that had occurred in Old Town. She indicated she was aware there would be construction projects occurring in the area in the near future, but wondered if there was something that could be done in the short-term to deal with the flooding problem along NW 2nd Street. The kids walking to school must enter the street in order to avoid the water. Brooks Mitchell, City Manager, stated that staff would look into the situation to see what could be done. Councilwoman McKenzie encouraged attendance at the public meeting scheduled for Old Town. She felt it was very beneficial to hear what the citizens want for the community.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that the Fire Department held a golf tournament on April 30, 2018 to raise funds for the Santa Express program. He stated there was good participation and they were able to raise approximately \$7,000. He expressed his appreciation to the Fire Department for the Santa Express program. Mr. Mitchell indicated that the pre-bid for the 34th Street Bridge was held on May 4, 2018. There were some issues involving right-of-way acquisition which caused the letting of the project to be postponed from May until June 2018. He advised that Mike Vahabzadegan with EST, Inc. was available to answer any questions regarding details of the postponement. Councilman Hamm asked for additional information about why the letting was delayed and when construction might begin. Mr. Mitchell stated that the original paperwork mistakenly indicated that no right-of-way would be acquired when in fact it had. That paperwork must be corrected. He stated that once the project was awarded construction would begin in approximately 60 days.

Agenda Item Number 14 being:

EXECUTIVE SESSION:

- A) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE FRATERNAL ORDER OF POLICE ("FOP") LODGE 131 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).
- B) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE I.A.F.F. LOCAL 2047 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).
- C) CONVENE TO EXECUTIVE SESSION.

Councilman Hamm moved to convene to executive session, second by Councilman Williams. Motion carried unanimously.

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

The City Council convened into executive session at 7:05 p.m.

- D) RECONVENE FROM EXECUTIVE SESSION

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

The City Council reconvened from executive session at 7:25 p.m.

- E) ACTION.
- A) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE FRATERNAL ORDER OF POLICE ("FOP") LODGE 131 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).
 - B) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE I.A.F.F. LOCAL 2047 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).

No action was taken on Agenda Items No. 14A and 14B.

Agenda Item Number 15 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:27 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