

**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
APRIL 15, 2013 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on April 15, 2013 at 6:30 p.m. with Mayor Glenn Lewis presiding.

*David Roberts
Councilman, Ward I*

*Robert Krows
Councilman, Ward I*

*Scott Singer
Councilman, Ward II*

*Mark Hamm
Councilman, Ward II*

*Jason Blair
Councilman, Ward III*

*Terry Cavnar
Councilman, Ward III*

PRESENT: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis
ABSENT: None

STAFF MEMBERS PRESENT: City Manager, Steve Eddy; Assistant City Manager, Stan Drake; City Attorney, Randy Brink; City Clerk/Finance Director, Jim Corbett; Community Development Director, Elizabeth Jones; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Fire Chief Gary Bird; Human Resources and Risk Management Director, Gary Benefield; Manager of Information Technology, David Thompson; Parks and Recreation Director, Todd Jenson; Police Chief, Jerry Stillings; Public Works Director, Richard Sandefur; and Veolia Water Project Manager, Robert Pistole.

ALSO PRESENT: Senator Anthony Sykes

Mayor Lewis presented Kathy Griffith with a plaque in appreciation for her service as City Councilwoman for Ward 2 from 2004 to 2013.

Judge Blake Virgin swore in newly elected and re-elected Council Members Scott Singer, Jason Blair, and Robert Krows.

PRESENT: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
ABSENT: None

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD APRIL 1, 2013.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETINGS HELD FEBRUARY 28, 2013.

- C) ACCEPT ROADWAY IMPROVEMENTS ON NW 5TH STREET BETWEEN MARKWELL AVENUE AND THE I-35 SERVICE ROAD (2008 G.O. BOND ISSUE PROJECT NO. 4).
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2012-2013 IN THE AMOUNT OF \$1,359,777.45.

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

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

Agenda Item Number 3 being:

CONSIDER THE PURCHASE OF A 36 CHANNEL NICE INFORM LOGGING RECORDER SYSTEM IN THE AMOUNT OF \$52,039.93. (PURCHASE IS PURSUANT TO GSA SCHEDULE CONTRACT GS-35F-0126Y, WAIVING COMPETITIVE BIDDING PURSUANT TO SECTION 7-205 OF THE MOORE MUNICIPAL CODE).

Gayland Kitch, Emergency Management Director, indicated that the proposed logging recorder would go into the new Emergency Operations and Communications Center in the new Public Safety building presently under construction. The current logging recorder was purchased in 2002 and has received software and hardware upgrades but now is in need of replacement. The proposed unit matches a 911 unit at ACOG which will allow a direct interface between the two systems.

Mayor Lewis asked if competitive bidding was waived since the purchase would be made off of a federal contract. Mr. Kitch confirmed that it was.

Councilman Hamm asked what calls would be recorded on the new system. Mr. Kitch indicated that the system would primarily be used to record calls received through the 911 center, although it has other capabilities such as recording video.

Councilman Roberts moved to approve the purchase of a 36 channel NICE Inform logging recorder system in the amount of \$52,039.93, second by Councilman Cavnar. Motion carried unanimously.

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

Agenda Item Number 4 being:

CONSIDER AUTHORIZING THE PURCHASE OF A MONTHLY SUBSCRIPTION TO GOV DELIVERY IN THE AMOUNT OF \$1,000 PER MONTH, WITH A ONE-TIME SET UP FEE OF \$1,200, FOR THE PROVISION OF A COMPREHENSIVE "GOVERNMENT-TO-CITIZEN" ONLINE COMMUNICATION TOOL.

Deidre Ebrey, Marketing Director, stated that GovDelivery has allowed the City to test their government-to-citizen online software program for the past six months. This program is another way to communicate with the citizens in addition to the City's website, Twitter, and Facebook accounts. Citizens can access GovDelivery by clicking a red envelope on the City's website to sign up for information that would be sent via e-mail or text message regarding their interests. They can enroll for information on police, fire, city management, economic development, parks, animal welfare, and special events, among other things. Staff obtained quotes; however, they are listed on the federal contract too. Ms. Ebrey indicated that there is a monthly subscription fee of \$1,000.

Councilman Blair asked if this program was made available to all citizens over the past six months. Ms. Ebrey stated that they tested the program primarily on City employees. They did not advertise the fact that this was available to the public; they simply posted a link, a red envelope, on the webpage which resulted in around 400 users. Sometimes staff would respond to a request for information by informing them that this service was available. Ms. Ebrey noted that press releases could be made public using this method as well. However, the information they would receive would be based on their preferences.

Another use for the program would be making information available to the City Council's constituents in their respective ward. Ms. Ebrey indicated that there are future uses for the program which could be helpful to the police and emergency management. For instance, individuals who are signed up to receive information through Code Red could sign up for GovDelivery if they prefer receiving the information by e-mail or text. She noted that individuals cannot respond back to a GovDelivery; however, the information they are sent includes an e-mail address for those who would like to respond.

Councilman Blair asked whether the individuals who had signed up for this service would have to re-register after approval of the item. Ms. Ebrey advised that the individuals included in the pilot program would automatically be registered to continue receiving the information.

Councilman Singer inquired whether the City would have the option of upgrading the subscription to a more intuitive format. Ms. Ebrey stated that there are some additional add-ons; however, at this point staff chose options that they felt were manageable.

Mayor Lewis asked if this was a budgeted item. Steve Eddy, City Manager, advised that it will be included in the FY 2013-2014 budget that will be presented to the City Council in the next few weeks.

Councilman Roberts moved to authorize the purchase of a monthly subscription to GOV Delivery in the amount of \$1,000 per month, with a one-time set up fee of \$1,200, for the provision of a comprehensive "Government-to-Citizen" online communication tool, second by Councilman Cavnar. Motion carried unanimously.

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

Agenda Item Number 5 being:

CONSIDER AWARDING BID NO. 1213-013 "ACCESS CONTROL SYSTEM FOR THE CITY OF MOORE PUBLIC SAFETY CENTER" TO EALES ELECTRONICS CORP. IN THE AMOUNT OF \$55,788.33.

David Thompson, Manager of Information Technology, stated that the bid was for electronic door access at the new Public Safety Center. Staff would recommend awarding the bid to Eales Electronics Corporation, as the low bidder, in the amount of \$55,788.33.

Councilman Krows asked if there would be any recurring charges. Mr. Thompson indicated that there would not be since the item was for hardware installation only.

Councilman Krows moved to award Bid No. 1213-013 "Access Control System for the City of Moore" to Eales Electronics Corporation in the amount of \$55,788.33, second by Councilman Cavnar. Motion carried unanimously.

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

Agenda Item Number 6 being:

CONSIDER APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH HERITAGE COLLEGE VETERINARY TECHNOLOGY TRAINING PROGRAM TO PROVIDE HANDS-ON VETERINARY TECHNOLOGY TRAINING OPPORTUNITIES FOR STUDENTS AND TO PROVIDE ADDITIONAL ANIMAL CARE AT THE CITY'S ANIMAL SHELTER.

Gayla Sesher, Animal Control Supervisor, indicated that the proposed contract with Heritage College Veterinary Technology Training Program would provide veterinary care for the animals at the shelter at a reduced cost, while allowing the students a hands-on experience with the animals.

Mayor Lewis indicated that Moore Paws-Abilities/Friends of the Moore Animal Shelter were in attendance at the meeting. Ms. Sesher stated that this group which is comprised of volunteers who take the animals from the shelter to Pet Smart adoptions and hold vaccination clinics. The vaccination clinics are a fundraiser to raise money for items at the animal shelter that are not funded through the budget. She advised that the volunteers have been very helpful and provide a cost savings to the City since staff is not required to attend some of the functions.

Mayor Lewis suggested holding free adoptions twice a year to enable low income families to adopt a pet. Ms. Sesher indicated that sometimes individuals who can't pay an adoption fee might not be able to afford to feed an animal or provide basic medical care. She recommended a senior dog for senior people program.

Councilman Hamm expressed his appreciation to staff for the effort that went into finding homes for the animals and for the volunteers who work on the adoption program through Pet Smart. Councilman Cavnar stated that he and Councilman Blair toured the Animal Shelter recently and were impressed with the changes that were made there.

Councilman Krows moved to approve a Memorandum of Understanding with Heritage College Veterinary Technology Training Program to provide hands-on veterinary technology training opportunities for students and to provide additional animal care at the City's Animal Shelter, second by Councilman Blair. Motion carried unanimously.

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

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

Agenda Item Number 7 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD APRIL 1, 2013.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2012-2013 IN THE AMOUNT OF \$414,744.95.

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

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:56 P.M.

Agenda Item Number 8 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD APRIL 1, 2013.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2012-2013 IN THE AMOUNT OF \$385,739.25.

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

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN TERRY CAVNAR PRESIDING AT 6:57 P.M.

Agenda Item Number 9 being:

ROLL CALL

PRESENT: Krows, Blair, Singer, Lewis, Roberts, Hamm, Cavnar
ABSENT: None

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD MARCH 18, 2013.

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

Ayes: Krows, Blair, Singer, Lewis, Roberts, Hamm, Cavnar
Nays: None

Agenda Item Number 11 being:

DIRECTOR'S REPORT

Deidre Ebrey, Economic Development Director, presented Council with a pull factor report that the City requested some time ago and received free. In 2002 the City requested a pull factor report for cities and

towns prepared by the Oklahoma State University. Cities attempt a goal of 1.0 which indicates they are capturing 100% of the population on a particular type of sale. In the past, Moore was leaking our sales tax dollars to Oklahoma City and Norman. In 1992 the City was only capturing 65% of our population which was around 37,000. In 2002 we captured 91%. In 2009 and 2010 we surpassed 1.0, which is amazing considering the amount of population growth Moore has experienced. In 2010 we achieved 1.15 which means we are capturing 15% more than our population which was around 56,000. When there is a large increase in population size and retail opportunities don't grow proportionately than the pull factor drops.

The report also breaks down the information into categories. For 2012 the City is pulling in 50% more than our actual population in General Merchandise which received a pull factor of 1.51. General merchandise includes stores such as Wal-Mart, Target, and Dollar General. Steve Eddy, City Manager, advised that the eating category reflected a pull factor of 1.35, which is very significant. Ms. Ebrey stated that she has historical data and can obtain additional growth information in any of the sectors that were included in the report. She indicated that she has not yet received the full report. When the report does arrive a special study session through the Moore Economic Development might be helpful in order to discuss the information in more detail.

Ms. Ebrey indicated that retail activity was still busy. Requests for information have become more diversified with inquiries coming from companies that offer more job opportunities. They have recently been contacted by a software development company that is interested in locating in Moore. They would be in operation within 18 months to two years and would immediately be one of our largest employers. Projections have them hiring close to 500 people with an average wage higher than the median wage in Moore. Jimmy John's Sandwich Shop purchased a site east of Waffle House. Old School Bagels leased a space in the same shopping center as Alfredo's. LA Fitness will locate next to Dick's Sporting Goods. Subway is doing a free standing store at SW 19th and Santa Fe. Councilman Hamm asked if Ms. Ebrey could elaborate on development around The Warren and Pet Smart areas. She stated that a new in-line center between Furr's and Discount Tire will house an Oliveto Italian Bistro, but could not confirm any of the other tenants. The Shops at Moore indicated that a portion of their remaining space would be leased for medical use such as sonography. Mr. Eddy advised that Santa Fe Steakhouse has purchased a lot next to BancFirst at 19th and Max Morgan Blvd.

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:12 P.M.

Agenda Item Number 12 being:

NEW BUSINESS:

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

Edward Beasley spoke about his concerns for the Animal Shelter. He stated that the grounds are comprised of mud and dirt. Mr. Beasley was also expressed concerned about the length of time a dog is held before being euthanized, which he thought was five to ten days. He felt that was an insufficient amount of time. Mr. Eddy indicated that the City would not euthanize a dog whose owner could be identified through a dog tag or microchip. Councilman Roberts mentioned that this subject had been discussed recently and it was his understanding that a revised ordinance would be brought back to the City Council for discussion and consideration. Councilman Cavnar felt that Mr. Beasley's concerns were valid, particularly the one regarding the grounds being muddy. As he mentioned earlier in the meeting, he visited the Animal Shelter and noticed that the grounds needed to be cleaned up. He advised that after the construction is completed on the Wastewater Treatment Plant they plan to work on the grounds.

Lori Knighton, 2108 Goodrich Drive, appeared as President of Moore Paws-Abilities. She wanted to introduce the organization comprised of Moore and south Oklahoma City citizens who love animals and want to help the Moore Animal Shelter. They are currently participating in two adoption events at Pet Smart. They have members that walk and bath the dogs. They have fundraisers to help raise funds for items that aren't included in the budget. They will be assisting with the vaccination clinic at Tractor Supply April 20, 2013. Ms. Knighton invited the City Council to tour the Animal Shelter and to attend any of their upcoming events. There will be a volunteer orientation April 18, 2013 at the Moore Public Library. All adoption events are held on Sunday. Ms. Knighton advised that their organization would like to be notified of anything they can do to assist with the shelter. Several of the Councilmembers expressed their appreciation to the organization.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilman Hamm welcomed newly elected Councilman Singer. Councilman Singer thanked everyone and stated that he was honored to serve on the Council. Mayor Lewis congratulated Councilman Singer and re-elected Councilmembers Blair and Krows. Several of the Councilmembers stated that they would miss Kathy Griffith and Mayor Lewis commented that he appreciated the work that she did.

Mayor Lewis advised that he was receiving complaint calls regarding potholes. Stan Drake, Assistant City Manager, stated that the City has been actively working to fill the potholes; however, the work has stopped until the streets have dried out completely from the recent rain.

Councilman Hamm asked if the City could make repairs on the rough train tracks at 4th Street. Steve Eddy, City Manager, advised that the BNSF railroad has one crossing crew that makes those repairs and it is difficult to get them here. Mayor Lewis said that he spoke with one of the railroad crew members who said when they finish replacing railroad ties they will fix the rough tracks.

Councilman Singer stated that some residents in the older additions on the north side of the City have uneven sidewalks that residents use to walk on, ride on, or walk their animals. He wondered if the City had any liability if someone was injured and if they be repaired. Mr. Eddy indicated that the City repairs sidewalks on a routine basis; however, he does not recall ever going in and repairing the sidewalks in an entire neighborhood. Typically, the City will repair sidewalks when they are working on the streets. Complaints about specific locations can be called into the City for maintenance. Mayor Lewis asked if sidewalks could be funded through the ¼ cent sales tax increase. Mr. Eddy felt that sidewalks were included as a use for the funds.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Steve Eddy, City Manager, advised the City Council of the following items:

- Chief Stillings was asked to give an update on the robbery that occurred recently at the IBC Bank. Chief Stillings stated that the Moore Police Department was instrumental in developing information that lead to the arrest of the robbers. Chief Stillings wanted to credit the Moore Police Department detectives for the work they did in helping solve the case.
- The proposed budget has been completed. A budget study session will be scheduled for some time in mid-May.
- Financial statement looks better.
- Sales tax report shows a 2.7% increase, which is slightly lower than normal. Several cities reported significant decreases in their sales tax. Mayor Lewis suggested that it might be due to notifications that federal workers will be laid off soon.
- May 10-11, 2013 is the City Council Retreat

- New sanitation trucks were displayed at City Hall. The new trucks will be put into service April 16, 2013. With the recent purchase there will be five CNG trucks in the fleet.
- Closing on Phase One of the Parks G.O. Bonds will be around the 25th or 26th of April 2013 and the 29th and 30th will be the real estate closings on the tracts of land for the new park at 4th and Broadway. Todd Jenson is holding Stakeholders Meetings for the design and review process on the new park.

Mayor Lewis congratulated City Manager Steve Eddy on his upcoming nuptials.

Agenda Item Number 13 being:

EXECUTIVE SESSION

- A) DISCUSS POTENTIAL SALE OF CERTAIN REAL PROPERTY OWNED BY THE CITY OF MOORE AND AUTHORIZE STAFF TO PROCEED AS APPROPRIATE AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).
- B) CONVENE INTO EXECUTIVE SESSION

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

Ayes: Krows, Blair, Roberts, Milum, Lewis
Nays: None
Absent: Griffith, Cavnar

The City Council convened into executive session at 7:29 p.m.

- C) RECONVENE FROM EXECUTIVE SESSION

PRESENT: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
ABSENT: None

The City Council reconvened from executive session at 7:44 p.m.

- D) ACTION.
- A) DISCUSS POTENTIAL SALE OF CERTAIN REAL PROPERTY OWNED BY THE CITY OF MOORE AND AUTHORIZE STAFF TO PROCEED AS APPROPRIATE AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).

Councilman Krows moved to direct staff to proceed as directed in executive session, second by Councilman Blair. Motion carried unanimously.

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

Agenda Item Number 14 being:

ADJOURNMENT

Councilman Cavnar moved to adjourn the City Council meeting, second by Councilman Krows. Motion carried unanimously.

Ayes: Krows, Blair, Singer, Cavnar, Roberts, Hamm, Lewis
Nays: None

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:45 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

RECORDED BY:

JIM CORBETT, City Clerk

FOR:

DAVID ROBERTS, MPWA Secretary

FOR:

MARK HAMM, MEDA Secretary

These minutes passed and approved as noted this ____ day of _____, 2013.

ATTEST:

JIM CORBETT, City Clerk