

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
JUNE 2, 2025 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on June 2, 2025 at 6:30 p.m. with Mayor Mark Hamm presiding.

Adam Webb
Councilman, Ward I

Kathy Griffith
Councilwoman, Ward I

Melissa Hunt
Councilwoman, Ward II

Rob Clark
Councilman, Ward II

Sid Porter
Councilman, Ward III

Louie Williams
Councilman, Ward III

PRESENT: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
ABSENT: None

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Ryan Marler; Information Technology Director, David Thompson; Assistant Parks and Recreation Director, Whitney Wathen; Police Chief Todd Gibson; Police Sergeant Kevin Pitts; Public Affairs Director/Assistant City Manager, Deidre Ebrey; Public Works Director, Dennis Bothell; and Veolia Water Project Manager, Robert Pistole.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MAY 19, 2025.
- B) ACCEPT 1,218 SQ. FT. OF NON-EXCLUSIVE TEMPORARY CONSTRUCTION EASEMENT FROM THE BROOKLYN CO., LLC FOR CONSTRUCTION OF THE NE 12TH STREET (I-35 TO EASTERN AVENUE) PROJECT.
- C) APPROVE A ONE-YEAR EXTENSION TO THE PUBLIC WORKS MAINTENANCE CONTRACT WITH SILVER STAR CONSTRUCTION CO., INC., WITH A 2.9% INCREASE TO THE BASE CONTRACT AMOUNT.
- D) APPROVE RENEWAL OF AN AGREEMENT FOR FY 25-26 WITH SIGNAL SYSTEM MANAGEMENT, INC. IN THE AMOUNT OF \$17,520 TO MAINTAIN COMMUNICATIONS AND MONITOR TRAFFIC SIGNAL OPERATIONS WITHIN THE CITY.
- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$3,350,828.63.

Councilman Williams moved to approve Consent Docket Items A-E, second by Councilwoman Griffith. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

Agenda Item Number 3 being:

THE CITY COUNCIL MEETING WAS RECESSED AND A PUBLIC HEARING CONVENED AT 6:31 P.M.

REVIEW, DISCUSS AND RECEIVE CITIZEN INPUT AND COMMENTS REGARDING THE FISCAL YEAR 2025-2026 BUDGET AS REQUIRED BY 11 OKLA. STAT. § 17-208 (2023).

Mayor Hamm declared the public hearing closed after determining there were no citizens in attendance who wished to speak on the budget.

THE PUBLIC HEARING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:31 P.M.

Agenda Item Number 4 being:

CONSIDER APPROVAL OF ORDINANCE NO. 37(25) AMENDING PART 12, CHAPTER 4, ARTICLE G OF THE MOORE LAND DEVELOPMENT CODE BY AMENDING SECTION 12-458 ESTABLISHING ENFORCEMENT PROCEDURES FOR REQUIRED LANDSCAPING AND ADDING SECTION 12-458(1) "ABATEMENT OF LANDSCAPING VIOLATIONS" ESTABLISHING ACTIONS TO BE TAKEN FOR ENFORCEMENT OF LANDSCAPING REQUIREMENTS AND WHEN ABATING LANDSCAPING VIOLATIONS.

Elizabeth Weitman, Community Development Director, stated that City staff performed 260 landscaping inspections on commercial properties during the week of April 14, 2025. Ms. Weitman advised that this was the third round of inspections since Council directed staff to begin enforcement of the landscaping regulations. She noted that there were 11 more inspections than in October 2024 due to new commercial construction and commercial facilities that were inadvertently left off the inspection list. Ms. Weitman advised that seventeen properties cured their violations from the October 2024 inspection and are now in compliance. Ms. Weitman felt that most of the compliance seen since October 2024 was due to the occupancy permitting process. When a request is made for an occupancy permit staff will review the list of landscaping inspections to determine if they are in compliance. If they are not in compliance the occupancy permit is held until a plan is in place or the required trees or shrubs have been planted. She noted that 134 properties are currently in violation. She stated that staff uses all tools available to hold property owners accountable including enforcement actions at the building permit, occupancy permit, and licensing stage where they might require a state certification letter. However, staff was told by some business managers that the property owners will likely not do anything until there is a stated remedy or enforcement action to be taken. Therefore, staff prepared an ordinance that included landscaping violation abatement procedures. After due notice if a property is still in violation the ordinance would allow the City to hire contractors to plant the appropriate number of plants and shrubs and bill the property owner. Staff would propose putting the fee on the property owner's water bill and not as a lien on the property such as in a code enforcement abatement. The administrative fee for each abatement would be \$300. Ms. Weitman stated that enforcement through the permitting process would be the preferred method with the proposed enforcement procedures included in the ordinance used as a last resort. Councilman Webb and Councilwoman Hunt thanked Ms. Weitman for her work on the commercial landscaping inspections and for preparation of the ordinance.

Councilman Williams asked if there was a time frame for the abatement process. Ms. Weitman stated that if the ordinance is approved, she would propose issuing another notice of violation that included the new abatement procedures and allowing time for the property owners to do their planting in the fall and winter. If they do not perform the required planting the business would receive a 30-day notice that is posted on the property and mailed to the property owner. In some instances that would be sufficient to obtain compliance.

Mayor Hamm felt that the citizens have expressed their desire for a clean city and he was in support of the item. Councilman Porter expressed his appreciation to Ms. Weitman for attempting to improve the curb appeal within the City.

Councilwoman Hunt moved to approve Ordinance No. 37(25) amending Part 12, Chapter 4, Article G of the Moore Land Development Code by amending Section 12-458 establishing enforcement procedures for required landscaping and adding Section 12-458(1) "Abatement of Landscaping Violations" establishing actions to be taken for enforcement of landscaping requirements and when abating landscaping, second by Councilman Williams. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

Agenda Item Number 5 being:

CONSIDER APPROVAL OF AN ON-CALL PROFESSIONAL SERVICES AGREEMENT WITH ADG BLATT FOR ARCHITECTURAL AND PROJECT MANAGEMENT SERVICES.

Elizabeth Weitman, Community Development Director, advised that staff has identified several projects that require specialized technical and aesthetic assistance. Ms. Weitman stated that one priority project that has been ongoing for almost a year involves the repair of the decorative lights and the 2020 population engraving on the walls of the SW 34th Street Bridge. Ms. Weitman stated that staff does not have the necessary knowledge to correct the issues. ADG Blatt was identified as a resource since the designer of the lighting system works there. Staff proposed an on-call professional services agreement with ADG Blatt for on-call engineering services. ADG Blatt would be paid an hourly rate on special projects. She advised that the estimated cost for work on the lighting and engraving issues would be under \$20,000. Ms. Weitman stated that other proposed projects would include a package for updates to entryway signs at major points of entry.

Councilwoman Hunt moved to approve of an On-Call Professional Services Agreement with ADG Blatt for architectural and project management services; and approve Ordinance No. 35(25), second by Councilwoman Griffith. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

Agenda Item Number 6 being:

CONSIDER DECLARING SIX (6) POLICE FLEET VEHICLES, MORE PARTICULARLY DESCRIBED IN EXHIBIT "A", AS SURPLUS AND AUTHORIZE SALE BY AUCTION.

Police Chief Todd Gibson stated that the item is for the routine surplusing of vehicles as part of the fleet replacement process. He noted that the police department has been working closely with Public Works Director Dennis Bothell on a plan to recoup as much money as possible on the surplus vehicles in order to lessen the financial impact of new car purchases. Chief Gibson advised that this will be the first step in the trial process and recommended approval of the item.

Councilman Williams moved to declare six (6) police fleet vehicles, more particularly described in Exhibit "A", as surplus and authorize sale by auction, second by Councilman Porter. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A CONTRACT WITH DILLON AND ASSOCIATES TO PERFORM THE CITY'S ANNUAL AUDIT FOR FY 25 IN AN AMOUNT NOT TO EXCEED \$71,500.

John Parker, Finance Director, advised that the City has contracted with Dillon and Associates for preparation of the City's audit and single audit over the past several years. Mr. Parker stated that staff was pleased with their service and recommended approval of the proposed contract.

Councilman Webb moved to approve a contract with Dillon and Associates to perform the City's annual audit for FY 25 in an amount not to exceed \$71,500, second by Councilman Clark. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

Agenda Item Number 8 being:

CONSIDER APPROVAL OF THE CITY MANAGER'S EMPLOYMENT CONTRACT FOR FY 26.

Mayor Hamm stated that the agenda item would formalize what was discussed in executive session at the May 19, 2025 City Council meeting.

Councilwoman Griffith moved to approve the City Manager's employment contract for FY 26, second by Councilman Clark. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:45 P.M.

Agenda Item Number 9 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MAY 19, 2025.

- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$1,158,072.69.

Trustee Griffith moved to approve Consent Docket Items A-B, second by Trustee Williams. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:46 P.M.

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MAY 19, 2025.
B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$173,210.56.

Trustee Clark to approve Consent Docket Items A-B, second by Trustee Porter. Motion carried unanimously.

Ayes: Porter, Williams, Webb, Hamm
Nays: None
Absent: Griffith, Hunt, Clark

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR MARK HAMM PRESIDING AT 6:47 P.M.

Agenda Item Number 11 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 Porter announced the recent retirement of Battalion Chief Corley Moore and thanked him for his 28 years of service to the City.

Mayor Hamm asked Police Chief Gibson to talk about the Moore Police Department's participation in the television show On Patrol Live. Chief Gibson stated that On Patrol Live was previously known as Live PD which aired on the A & E network. He advised that Public Information Officer Clint Byley posted some stories over social media which was picked up and aired by On Patrol Live on three separate occasions. This prompted them to inquire if the Moore Police Department would participate in eight episodes of the show. Contract discussions began in January 2025 culminating in the recent airing of the first episode. Chief Gibson stated that the public may have differing opinions about the show but overall what they have seen has been tremendously positive. On Patrol Live wants to spotlight what happens 95% of the

time instead of the fast-paced policing commonly shown on television. Chief Gibson stated that the Moore Police Department polices differently by empowering the officers to respond with core values, such as humility, which isn't common in policing. They believe in their mission to put service before self. He believes that how they go out to serve the community is unique in the language they use and the patience they show when interacting with citizens in crisis or in need.

Mayor Hamm expressed his appreciation to the Police and Fire Departments, and to all of the other employees, for the great job that they do for the City.

C) ITEMS FROM THE CITY/TRUST MANAGER.

There were no items from the City Manager.

Agenda Item Number 12 being:

ADJOURNMENT

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

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm
Nays: None

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 6:51 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ROB CLARK, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2025.

ATTEST:

VANESSA KEMP, City Clerk