

**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 17, 2025 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma, March 17, 2025 at 6:30 p.m. with Vice-Mayor Louie Williams 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, Webb, Williams  
ABSENT: Hunt, Clark, Hamm

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney/Risk Manager, Brian Miller; City Clerk, Vanessa Kemp; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Ryan Marlar; Human Resources Director, Christine Jolly; Parks and Recreation Director, Sue Wood; Information Technology Director, David Thompson; Police Chief Todd Gibson; Sergeant Rebecca Miller; and Public Affairs Director/Assistant City Manager, Deidre Ebrey.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MARCH 3, 2025.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD JANUARY 7, 2025.
- C) ACCEPT 724.05 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT FROM TNB ESTATES, LLC FOR CONSTRUCTION OF THE NE 12TH STREET (I-35 TO EASTERN AVENUE) PROJECT.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$4,061,219.17.

**Councilman Webb moved to approve Consent Docket Items 2A through 2D, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 3 being:**

CONSIDER AWARDING BID NO. 2025-11 "PUBLIC WORKS MOWING CONTRACT – PHASE 2" TO TUS NUA LAWN AND LANDSCAPE, LLC IN THE AMOUNT OF \$90,000 AS THE LOWEST MOST RESPONSIVE BIDDER.

Jerry Ihler, Assistant City Manager, stated that four bids were received for Phase 2 of the Public Works Mowing Contract. Mr. Ihler advised that when checking references for the low bidder he was told that the company was inconsistent in meeting their mowing schedule and mowed over trash leaving a mess behind. Mr. Ihler asked how they would rate the company on a scale of 1 to 10 and if they would hire them again. He was told they would rate them as a 4 and that they had terminated their contract and would not hire them again. Based on these comments staff recommended awarding the bid to Tus Nua as the next lowest and most responsive bidder. Mr. Ihler stated that the terms of the contract were the same as Phase 1 with a 5-year renewal with Council approval each year. He indicated there are also five additional one-year renewals. Mr. Ihler noted that any requested fee increases would be based on the CPI for the southern region.

Councilman Webb thanked Mr. Ihler for checking the bidder's references.

**Councilman Webb moved to approve awarding Bid No. 2025-11 "Public Works Mowing Contract – Phase 2" to Tus Nua Lawn and Landscape, LLC in the amount of \$90,000 as the lowest most responsive bidder, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER ADOPTING RESOLUTION NO. 104(25) PROVIDING FOR THE REMOVAL OF FEE FOR OFF-SITE MASSAGE LICENSE; UPDATING THE WATER RATE FOR RESIDENTIAL, RESIDENTIAL IRRIGATION, COMMERCIAL, COMMERCIAL IRRIGATION, MULTI-UNIT DWELLING, CONDOMINIUM, CONSTRUCTION, AND HOTEL/MOTEL ACCOUNTS; REMOVING THE COURT COST FEE FOR FILING OF CRIMINAL OFFENSES; EFFECTIVE UPON APPROVAL AND REMAINING IN EFFECT UNTIL MODIFIED, AMENDED, OR REPEALED; AND REPEALING PRIOR INCONSISTENT FEES.

Brian Miller, City Attorney, stated that Resolution No. 104(25) makes changes to the Fee Schedule by including changes to the rates on various water accounts, removing the court cost filing fee for criminal offenses, and removing the off-site massage license which is no longer needed following a recent change to the massage ordinance.

Vice-Mayor Williams received confirmation from Mr. Miller that the water rate increases are due to an increase in Oklahoma City water rates which the City must pay for supplemental water.

**Councilman Porter moved to adopt Resolution No. 104(25) providing for the removal of fee for off-site massage license; updating the water rate for residential, residential irrigation, commercial, commercial irrigation, multi-unit dwelling, condominium, construction, and hotel/motel accounts; removing the court cost fee for filing of criminal offenses; effective upon approval and remaining in effect until modified, amended, or repealed; and repealing prior**

**inconsistent fees, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER RESOLUTION NO. 105(25) ADOPTING THE SCHEDULE OF FEES AND CHARGES; EFFECTIVE UPON APPROVAL AND REMAINING IN EFFECT UNTIL MODIFIED, AMENDED OR REPEALED; AND REPEALING PRIOR INCONSISTENT FEES.

Brian Miller, City Attorney, advised that Resolution No. 105(25) adopts the amended Schedule of Fees and Charges with the new fees approved under Agenda Item No. 4.

**Councilman Webb moved to approve Resolution No. 105(25) adopting the Schedule of Fees and Charges; effective upon approval and remaining in effect until modified, amended or repealed; and repealing prior inconsistent fees, second by Councilwoman Griffith. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:35 P.M.**

**Agenda Item Number 6 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MARCH 3, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$1,875,492.19.

**Trustee Griffith moved to approve Consent Docket Item 6A though 6B, second by Trustee Webb. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER RESOLUTION NO. 270(25) ADOPTING THE SCHEDULE OF FEES AND CHARGES; EFFECTIVE UPON APPROVAL AND REMAINING IN EFFECT UNTIL MODIFIED, AMENDED OR REPEALED; AND REPEALING PRIOR INCONSISTENT FEES.

Brian Miller, City Attorney, advised that Resolution No. 270(25) adopts the amended Schedule of Fees and Charges by the Moore Public Works Authority.

**Trustee Webb moved to approve Resolution No. 270(25) adopting the Schedule of Fees and Charges; effective upon approval and remaining in effect until modified, amended or repealed; and repealing prior inconsistent fees, second by Trustee Griffith. Motion carried unanimously.**

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:36 P.M.**

**Agenda Item Number 8 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MARCH 3, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$215,271.50.

**Trustee Webb moved to approve Consent Docket Items 8A and 8B, second by Trustee Porter. Motion carried unanimously.**

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 6:36 P.M. WITH CHAIRWOMAN KATHY GRIFFITH PRESIDING:**

**Agenda Item Number 9 being:**

ROLL CALL

PRESENT: Porter, Williams, Webb, Griffith  
ABSENT: Hunt, Clark, Hamm

**Agenda Item Number 10 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD FEBRUARY 19, 2025.

**Trustee Williams moved to approve Consent Docket Item 10A, second by Trustee Porter. Motion carried unanimously.**

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:37 P.M. WITH VICE-MAYOR LOUIE WILLIAMS PRESIDING:**

**Agenda Item Number 11 being:**

NEW BUSINESS:

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

Barry Williams, 1061 NW 6<sup>th</sup>, commended Assistant City Manager Jerry Ihler and the other staff members who were instrumental in the overseeing and clearing of the streets following the recent ice and snowstorms. He stated that the City streets were almost dry when streets in surrounding communities were bad. Vice-Mayor Williams concurred and thanked Mr. Williams for his comments.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council/Trustees.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that the departmental budget meetings have concluded. Staff will continue working on the budget and will schedule individual meetings with the City Council in April.

**Agenda Item Number 12 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 6:39 p.m.**

TRANSCRIBED BY:

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RHONDA BAXTER, Executive Assistant

FOR:

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ROB CLARK, MPWA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

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VANESSA KEMP, City Clerk