MINUTES OF THE REGULAR MEETING OF OF THE MOORE CITY COUNCIL THE MOORE PUBLIC WORKS AUTHORITY AND THE MOORE RISK MANAGEMENT BOARD APRIL 7, 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 April 7, 2025 at 6:30 p.m. with Mayor Mark Hamm presiding.

Adam Webb
Councilman, Ward IKathy Griffith
Councilwoman, Ward IMelissa Hunt
Councilwoman, Ward IIRob Clark
Councilman, Ward IISid Porter
Councilman, Ward IIILouie 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; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Ryan Marler; Human Resource Director, Christine Jolly; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Public Affairs Director/Assistant City Manager, Deidre Ebrey; 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 MARCH 17, 2025.
- B) ACCEPT 1,237 SQ. FT. OF PERPETUAL UTILITY EASEMENT FROM DSKS, LLC, FOR CONSTRUCTION OF THE NE 12TH STREET (I-35 TO EASTERN AVENUE) PROJECT.
- C) ACCEPT 337.48 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT FROM LPN-ONE MANAGEMENT, 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 \$5,432,330.55.

Councilman Williams moved to approve Consent Docket Items 2A-2D, second by Councilwoman Griffith. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 3 being:

CONSIDER APPROVAL OF A LIBRARY SERVICES, FACILITIES, AND MAINTENANCE AGREEMENT WITH THE PIONEER LIBRARY SYSTEM FOR FISCAL YEAR 2025-2026.

Brooks Mitchell, City Manager, advised that the item is for consideration of the annual Library Services, Facilities, and Maintenance Agreement with the Pioneer Library System. Mr. Mitchell stated that there were no changes to the agreement and recommended approval of the item.

Councilman Webb moved to approve a Library Services, Facilities, and Maintenance Agreement with the Pioneer Library System for Fiscal Year 2025-2026, second by Councilman Williams. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 4 being:

CONSIDER RESOLUTION NO. 106(25) ADOPTING A UTILITY BENEFIT POLICY FOR THE SURVIVING SPOUSE OF A MEMBER OF THE CITY OF MOORE POLICE DEPARTMENT OR CITY OF MOORE FIRE DEPARTMENT KILLED IN THE PERFORMANCE OF THEIR OFFICIAL DUTIES; AND IF APPROVED, MODIFY THE PERSONNEL POLICY AND PROCEDURES MANUAL BY ADDING A UTILITY BENEFIT POLICY PURSUANT TO SAID RESOLUTION.

Mayor Hamm stated that the item was placed on the agenda for consideration at his request. He stated that the City of Edmond previously adopted a similar policy and felt that the City of Moore should too. Mayor Hamm advised that Senator Weaver is currently working on legislation that if passes, would make this utility benefit a requirement.

Councilman Clark moved to approve Resolution No. 106(25) adopting a Utility Benefit Policy for the surviving spouse of a member of the City of Moore Police Department or City of Moore Fire Department killed in the performance of their official duties; and if approved, modify the Personnel Policy and Procedures Manual by adding a Utility Benefit Policy pursuant to said resolution, second by Councilwoman Hunt. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 5 being:

CONSIDER APPROVAL OF AN AGREEMENT WITH OMNI CONSTRUCTION FOR A SIGN SHOP REMODEL AT THE CITY FACILITY ON VERMEER DRIVE IN THE AMOUNT OF \$62,250.

Mayor Hamm asked for a motion to strike Item 5 at the request of staff.

Councilman Williams moved to strike Agenda Item No. 5 from the agenda, second by Councilman Porter. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 6 being:

CONSIDER APPROVAL OF AN AGREEMENT WITH OMNI CONSTRUCTION FOR A BREAKROOM REMODEL AT THE STREETS BUILDING IN THE AMOUNT OF \$22,650.

Mayor Hamm asked for a motion to strike Item 6 at the request of staff.

Councilman Clark moved to strike Agenda Item No. 6 from the agenda, second by Councilman Porter. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 7 being:

CONSIDER AUTHORIZING THE PURCHASE OF FIVE (5) US DIGITAL DESIGN G2 FIRE STATION ALERTING SYSTEMS, TRAINING, AND CONFIGURATION OF EQUIPMENT, IN THE AMOUNT OF \$202,415.76 USING NPPGOV CONTRACT NO. PS20350.

Fire Chief Marlar advised that the 911 communication dispatchers utilize station alerting systems to notify firefighters of calls for service. The current system is antiquated and unreliable. At some stations they are being alerted on every call. After exploring multiple options it was determined that the proposed alerting system was the best one for the department.

Councilman Williams asked if this was a budgeted purchase. Brooks Mitchell, City Manager, indicated that it was not included in the budget; however, there are funds available to purchase the equipment. Mr. Mitchell stated that a budget amendment will be brought to the City Council at a later date.

Councilman Webb moved to authorize the purchase of five (5) US Digital Design G2 Fire Station Alerting Systems, training, and configuration of equipment, in the amount of \$202,415.76 using NPPGov Contract No. PS20350, second by Councilman Williams. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 8 being:

CONSIDER APPROVAL OF AN AGREEMENT WITH TUS NUA LAWN AND LANDSCAPE LLC FOR LANDSCAPING AND MAINTENANCE OF 25 FLOWERBED LOCATIONS THROUGHOUT THE CITY FROM APRIL 14, 2025, TO NOVEMBER 1, 2025, IN THE BUDGETED AMOUNT OF \$72,000 AS THE LOWEST QUOTE.

Sue Wood, Parks and Recreation Director, advised that the proposed contract with Tus Nua Lawn and Landscaping was for landscaping and maintenance of 25 flowerbed locations throughout the City that are in addition to the other locations being maintained by Parks crews.

Mayor Hamm asked if staff ensures work is being performed. Ms. Wood confirmed that staff inspects all of the work.

Councilwoman Griffith moved to approve an agreement with Tus Nua Lawn and Landscape LLC for landscaping and maintenance of 25 flowerbed locations throughout the City from April 14, 2025, to November 1, 2025, in the budgeted amount of \$72,000 as the lowest quote, second by Councilman Porter. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A CONTRACTUAL AGREEMENT WITH TUS NUA LAWN AND LANDSCAPE LLC FOR MOWING PARK LOCATIONS IN WARD 1 FROM APRIL 21, 2025 TO OCTOBER 25, 2025, IN THE BUDGETED AMOUNT OF \$66,040 AS THE LOWEST QUOTE.

Sue Wood, Parks and Recreation Director, advised that Agenda Items No. 9, 10 and 11 are companion items for mowing park locations in each of the three wards.

Councilwoman Griffith moved to approve an agreement with Tus Nua Lawn and Landscape LLC mowing park locations in Ward 1 from April 21, 2025 to October 25, 2025, in the budgeted amount of \$66,040 as the lowest quote, second by Councilman Porter. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 10 being:

CONSIDER APPROVAL OF A CONTRACTUAL AGREEMENT WITH TUS NUA LAWN AND LANDSCAPE LLC FOR MOWING PARK LOCATIONS IN WARD 2 FROM APRIL 21, 2025 TO OCTOBER 25, 2025, IN THE BUDGETED AMOUNT OF \$44,310 AS THE LOWEST QUOTE.

Councilwoman Hunt moved to approve a contractual agreement with Tus Nua Lawn and Landscape LLC for mowing park locations in Ward 2 from April 21, 2025 to October 25, 2025, in the budgeted amount of \$44,310 as the lowest quote, second by Councilman Clark. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 11 being:

CONSIDER APPROVAL OF A CONTRACTUAL AGREEMENT WITH TUS NUA LAWN AND LANDSCAPE LLC FOR MOWING PARK LOCATIONS IN WARD 3 FROM APRIL 21, 2025 TO OCTOBER 25, 2025, IN THE BUDGETED AMOUNT OF \$82,250 AS THE LOWEST QUOTE.

Councilman Williams moved to approve a contractual agreement with Tus Nua Lawn and Landscape LLC for mowing park locations in Ward 3 from April 21, 2025 to October 25, 2025, in the budgeted amount of \$82,250 as the lowest quote, second by Councilman Porter. Motion carried unanimously.

Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm

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Nays: None

Agenda Item Number 12 being:

CONSIDER THE APPOINTMENT OF KIARA BENSON AND CHRIS ROBINSON TO THE PARKS BOARD TO FILL THE WARD 2 AND WARD 3 VACANCIES RESPECTIVELY.

Sue Wood, Parks and Recreation Director, advised that the Parks Board had a subcommittee that interviewed several candidates for the vacancies on the Parks Board. They selected Kiara Benson to fill the Ward 2 vacancy and Chris Robinson to fill the Ward 3 vacancy.

Councilman Williams moved to approve the appointment of Kiara Benson and Chris Robinson to the Parks Board to fill the Ward 2 and Ward 3 vacancies respectively, second by Councilman Clark. Motion carried unanimously.

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

Mayor Hamm welcomed the new members to the Parks Board.

Agenda Item Number 13 being:

CONSIDER APPROVAL OF AN AGREEMENT WITH HAPPY PLAYGROUNDS, LLC, AS THE LOWEST MOST RESPONSIBLE QUOTE, IN THE BUDGETED AMOUNT OF \$75,000 FOR THE DESIGN AND CONSTRUCTION OF A PLAYGROUND AT NW 5TH AND MARKWELL.

Sue Wood, Parks and Recreation Director, advised that a neighborhood meeting was held to review various playground designs for the NW 5th and Markwell location. A vote was taken and Happy Playgrounds was selected as the lowest and most responsive quote to the City's requirements.

Councilman Williams moved to approve an agreement with Happy Playgrounds, LLC, as the lowest most responsible quote, in the budgeted amount of \$75,000 for the design and construction of a playground at NW 5th and Markwell, second by Councilwoman Griffith. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 14 being:

CONSIDER APPROVAL OF AN AGREEMENT WITH PINNACLE CONSULTING MANAGEMENT GROUP, INC. IN THE AMOUNT OF \$121,450 FOR RIGHT-OF-WAY ACQUISITION SERVICES FOR THE NW 27TH ST. AND SHIELDS BLVD. INTERSECTION IMPROVEMENT PROJECT – ODOT JP NO. 36869(04).

Jerry Ihler, Assistant City Manager, stated that this agreement is typically used on bond issue projects where the City receives ACOG or state/federal funding. This is a joint project with the Oklahoma Department of Transportation for the project located at NW 27th and Shields Blvd. Mr. Ihler advised that the agreement with Pinnacle Consulting Management Group, Inc. is for right-of-way acquisition services on 14 parcels.

Councilman Webb moved to approve an agreement with Pinnacle Consulting Management Group, Inc. in the amount of \$121,450 for right-of-way acquisition services for the NW 27th St. and Shields Blvd. Intersection

Improvement Project – ODOT JP No. 36869(04), second by Councilman Williams. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 15 being:

CONSIDER AN AGREEMENT WITH THE NEWLY FORMED CLEVELAND COUNTY ECONOMIC DEVELOPMENT COALITION ("CCEDC"), A COUNTYWIDE ECONOMIC DEVELOPMENT EFFORT PROVIDING MARKETING AND BRANDING SUPPORT FOR THE CITY'S COMMERCIALLY VIABLE AREAS AND WORKFORCE DEVELOPMENT EFFORTS.

Deidre Ebrey, Assistant City Manager, stated that the newly formed Cleveland County Economic Development Coalition ("CCEDC"), formerly known as the Norman Economic Development Coalition, now encompasses all of Cleveland County. Ms. Ebrey felt that the most comprehensive way to do economic development for primary job creation is through a county wide effort. Examples of primary employers in Moore are Simple Modern, Garver Engineering, Western Farmers, and Hyatt Shared Services. Ms. Ebrey advised that retail recruitment is not included in the agreement.

Ms. Ebrey indicated that the initial agreement in the unbudgeted amount of \$15,867 would end on June 30, 2025. This is a pro-rated amount based on \$1 per capita. The full year fee would be \$63,470. She advised that \$5,000 was budgeted for the Oklahoma City Partnership that can be applied toward the \$15,867. She noted that a stipulation of joining the CCEDC is being a member of the Oklahoma City Partnership. Brooks Mitchell, City Manager, advised that the balance remaining would be funded using contingency funds.

Mayor Hamm asked who would represent the City on the Board. Ms. Ebrey advised that the contract states that the City Manager or his designee will sit on the Board. There is a monthly Executive Board meeting and a quarterly board meeting.

Councilman Clark asked if there is a membership fee for Oklahoma City Partnership. Ms. Ebrey advised that the City has been a member of the Oklahoma City Partnership for 23 years; however, by continuing membership through the CCEDC membership fees will be at the reduced rate of \$25,000.

Councilman Williams moved to approve an agreement with the newly formed Cleveland County Economic Development Coalition ("CCEDC"), a countywide economic development effort providing marketing and branding support for the City's commercially viable areas and workforce development efforts, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 16 being:

CONSIDER DECLARING THE FOLLOWING TRAILERS, VEHICLES, AND MISCELLANEOUS EQUIPMENT AS DESCRIBED IN EXHIBIT "A"; AND AUTHORIZE THE ITEMS TO BE SOLD THROUGH AUCTION ON THE PUBLIC SURPLUS, LLC SITE USING SOURCEWELL CONTRACT NO. 012821-TPG.

Jerry Ihler, Assistant City Manager, stated that staff has been working to dispose of older vehicles and equipment. Exhibit "A" contains items requested to be declared as surplus. Items include some 1998 vehicles, mowers, one 2013 sanitation truck, and two 2015 sanitation trucks. Mr. Ihler advised that staff

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suggested utilizing the Public Surplus website to try and get as much resale value as possible for the items.

Councilwoman Hunt moved to declare the following trailers, vehicles, and miscellaneous equipment as described in Exhibit "A"; and authorize the items to be sold through auction on the Public Surplus, LLC site using Sourcewell Contract No. 012821-TPG, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 17 being:

CONSIDER AWARDING BID NO. 2025-010 TO MIDTOWN CONSTRUCTION IN THE AMOUNT OF \$1,429,750 FOR RENOVATIONS TO CITY HALL; AND AUTHORIZE THE CITY MANAGER TO EXECUTE A CONTRACT FOR SAME.

Brooks Mitchell, City Manager, stated that the proposed City Hall renovations would be funded using the sales tax note approved last fall. TAP Architecture was awarded the contract for design of the renovations and Midtown Construction was the low bidder for construction services.

Councilwoman Hunt moved to award Bid No. 2025-010 to Midtown Construction in the amount of \$1,429,750 for renovations to City Hall; and authorize the City Manager to execute a contract for same, second by Councilman Williams. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:52 P.M.

Agenda Item Number 18 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MARCH 17, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$1,036,339.28.

Trustee Griffith moved to approve Consent Docket Items 2A through 2B, second by Trustee Porter. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 19 being:

CONSIDER APPROVAL OF THE BUDGETED PURCHASE OF 1,404 POLYCARTS FROM REHRIG PACIFIC COMPANY CONTAINER GROUP AT A TOTAL COST OF \$76,172 AS THE LOWEST RESPONSIBLE QUOTE.

Jerry Ihler, Assistant City Manager, stated that the City received three quotes for the budgeted purchase of 1,404 polycarts. The lowest responsible quote was received from Rehrig Pacific Company Container Group in the amount of \$76,172. Mr. Ihler noted that the lowest quote was received from Toter; however, the City has experienced some failures with these carts due to the difference in manufacturing materials. Toter uses recycled material while Rehrig uses a high-density polyethylene resin making it a stronger cart.

Trustee Webb moved to approve the budgeted purchase of 1,404 polycarts from Rehrig Pacific Company Container Group at a total cost of \$76,172 as the lowest responsible quote, second by Trustee Williams. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:54 P.M.

Agenda Item Number 20 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MARCH 17, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$416,611.36.

Trustee Hunt to approve Consent Docket Items No. 2A and 2B, second by Trustee Williams. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR MARK HAMM PRESIDING AT 6:55 P.M.

Agenda Item Number 21 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 expressed his appreciation to Fire Chief Marlar who honored a firefighter who retired after 23 years of service to the community.

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Mayor Hamm advised that the groundbreaking on the 4th Street Underpass project will be held at 9:30 a.m. on April 14, 2025. The OML Annual Conference will be held September 9-11, 2025 at the Cox Convention Center in Oklahoma City. Mayor Hamm asked that any interested council members contact the City Manager's office for registration. Mayor Hamm expressed his appreciation to County Commissioner Rod Cleveland for work on the parking lot at the Brand Senior Center. He also expressed his appreciation to County Commissioner Jacob McHughes for work on the parking lots for the softball and baseball fields at Buck Thomas Park. He noted that projects done in conjunction with Cleveland County saves the City thousands of dollars. The County provides the labor and equipment and the City provides the materials.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that the renovations to City Hall will take approximately 6 months to complete.

Agenda Item Number 22 being:

EXECUTIVE SESSION:

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION REGARDING PENDING CASE NO. CJ-2024-38 FILED IN CLEVELAND COUNTY DISTRICT COURT BY JIM BUXTON ON BEHALF OF WILLIAM AND ANNA URBAN AGAINST THE CITY OF MOORE; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY OF MOORE AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).
- B) CONVENE INTO EXECUTIVE SESSION

Councilman Williams moved to convene into executive session, second by Councilwoman Griffith. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNavs:None

The City Council convened into executive session at 6:59 p.m.

C) RECONVENE FROM EXECUTIVE SESSION

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

The City Council reconvened from executive session at 7:10 p.m.

- D) ACTION
 - A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION REGARDING PENDING CASE NO. CJ-2024-38 FILED IN CLEVELAND COUNTY DISTRICT COURT BY JIM BUXTON ON BEHALF OF WILLIAM AND ANNA URBAN AGAINST THE CITY OF MOORE; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY OF MOORE AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).

Councilwoman Hunt moved to authorize staff to take action as directed in executive session regarding pending Case No. CJ-2024-38, second by Councilwoman Griffith. Motion carried unanimously.

Ayes:Griffith, Porter, Hunt, Williams, Webb, Clark, HammNays:None

Agenda Item Number 23 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, HammNays:None

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:11 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