

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
THE MOORE RISK MANAGEMENT BOARD  
THE MOORE ECONOMIC DEVELOPMENT AUTHORITY  
AND A PUBLIC HEARING OF THE MOORE CITY COUNCIL  
MAY 16, 2022 – 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 16, 2022 at 6:30 p.m. with Vice-Mayor Louie Williams 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, Hamm, Lewis  
ABSENT: Blair, Hunt, Webb

STAFF MEMBERS PRESENT: Assistant City Manager, Jerry Ihler; City Attorney, Randy Brink; Assistant City Attorney, Brian Miller; Deputy City Clerk, Jamie Weaver; Director of Public Affairs, Deidre Ebrey; Finance Director, Betty Koehn; Fire Chief Greg Herbster; Human Resources Director, Christine Jolly; Assistant Parks & Recreation Director, Whitney Wathen; Police Chief, Todd Gibson; Public Works Director, Tony Mensah; and Veolia Water Project Manager, Robert Pistole.

Mayor Lewis announced that Vice-Mayor Williams would chair the meeting in his place. Vice-Mayor Williams presented EMSSTAT Director Kyle Hurley with a proclamation declaring May 15-21, 2022 as "Emergency Medical Services Week." Vice-Mayor Williams then presented Public Works Director Tony Mensah with a proclamation declaring May 15-21, 2022 as "National Public Works Week."

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MAY 2, 2022.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD FEBRUARY 8, 2022.
- C) APPROVE THE REAPPOINTMENT OF SID PORTER AND EDDIE VICKERS TO THE PARK BOARD FOR THREE-YEAR TERMS.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$3,928,091.94.

**Councilwoman McKenzie moved to approve the consent docket in its entirety, second by Councilman Hamm. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND A PUBLIC HEARING CONVENED AT 6:38 P.M.**

**Agenda Item Number 3 being:**

REVIEW, DISCUSS AND RECEIVE CITIZEN INPUT AND COMMENTS REGARDING THE FISCAL YEAR 2022-2023 BUDGET AS REQUIRED BY 11 OKLA. STAT. § 17-208 (1992).

Brooks Mitchell, City Manager, advised that individual budget meetings were held with the City Council and a Budget Study Session held regarding the FY 2022-2023 budget. Mr. Mitchell stated that the proposed budget, in the amount of \$136,731,949, represented an 11.3% increase over FY 22, and included 15 new positions, and a total capital outlay of \$5.8 million. He noted that several residential street improvement projects were included in the budget. Also included was funding for a proposed public transportation study for a bus service.

Mayor Lewis thanked Mr. Mitchell and staff for the hard work they put into preparation of the budget. Councilwoman McKenzie added that the estimates used in the budgets have always been an accurate representation of what happened.

Vice-Mayor Williams invited citizen comments or questions regarding the budget. Finding no one that wished to speak the public hearing was closed.

**THE PUBLIC HEARING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:41 P.M.**

**Agenda Item Number 4 being:**

CONSIDER REZONING APPLICATION NO. RZ-1019, LOCATED IN THE SE/4 OF SECTION 19, T10N, R2W, BEING NORTH OF SE 19<sup>TH</sup> STREET AND WEST OF SUNNYLANE, FROM A-1 RURAL AGRICULTURAL DISTRICT TO R-1/PUD SINGLE-FAMILY RESIDENTIAL DISTRICT AS A PLANNED UNIT DEVELOPMENT; AND APPROVE ORDINANCE NO. 4(22). APPLICATION BY STAR CASTLE INVESTMENTS, LLC/HOSSIEN FARZANEH. (PLANNING COMMISSION RECOMMENDED APPROVAL 5-2). WARD 1.

Vice-Mayor Williams advised that the applicant requested that Agenda Items No. 4 and 5 be tabled to June 20, 2022.

**Councilman Hamm moved to table Agenda Item No. 4 to June 20, 2022, second by Mayor Lewis. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER THE PRELIMINARY PLAT OF URBANSKY FARM, LOCATED IN THE SE/4 OF SECTION 19, T10N, R2W, BEING NORTH OF SE 19<sup>TH</sup> STREET AND WEST OF SUNNYLANE. APPLICATION BY STAR CASTLE INVESTMENTS, LLC/HOSSIEN FARZANEH. (PLANNING COMMISSION RECOMMENDED APPROVAL 5-2). WARD 1.

**Councilwoman McKenzie moved to approve table Agenda Item No. 5 to June 20, 2022, second by Mayor Lewis. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER THE FINAL PLAT OF THE HILLS AT TIMBER CREEK ESTATES, PHASE 1, LOCATED IN THE NW/4 OF SECTION 33, T10N, R2W, BEING SOUTH OF SE 34TH STREET AND EAST OF SOONER ROAD. APPLICATION BY MONGOLD PROPERTIES, LLC/KIRBY MONGOLD. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 1.

Elizabeth Weitman, Community Development Director, stated that the subject site was located south of SE 34<sup>th</sup> and east of S. Sooner Road and was zoned R-1 Single-Family Residential. Ms. Weitman advised that the preliminary plat was approved in April 2021. Phase 1 of the development included approximately 33 acres with two common areas and 42 living units. She stated that the applicant was seeking final plat approval for phase one of the development.

Ms. Weitman advised that public water was available to serve the site and private septic systems would be utilized in the absence of public sewer. She stated that no identified FEMA floodplain was located on the site; however stormwater detention would be required. Access would be provided from both SE 34<sup>th</sup> Street and S. Sooner Road.

Ms. Weitman stated that the Envision Moore 2040 Plan designated the area as Open Space Residential. She advised that the application was reviewed and found to be in conformance with the Plan; therefore, staff recommended approval of the item.

Councilman Hamm asked if sewer could be provided to the development at a later date. Ms. Weitman advised that although the Southeast Life Station currently under construction can provide sewer for much of the east side of Moore; it cannot service the area east of Sooner Road where this development is located due to the presence of a ridge line.

**Councilwoman McKenzie moved to approve the Final Plat of The Hills at Timber Creek Estates, Phase 1, located in the NW/4 of Section 33, T10N, R2W, being south of SE 34th Street and east of Sooner Road, second by Mayor Lewis. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER AWARDING BID NO. 2022-008 "RECONSTRUCTION OF THE WARD 2 RESIDENTIAL STREET IMPROVEMENT PROJECTS" TO SILVER STAR CONSTRUCTION IN THE AMOUNT OF \$1,432,288; AND AUTHORIZE THE MAYOR TO EXECUTE THE CONTRACT.

Jerry Ihler, Assistant City Manager, stated that the item was for award of the Ward 2 residential street projects which included, Nottingham Way from NW 27<sup>th</sup> to NW 23<sup>rd</sup> and Hillcrest Drive from Cass Ave. to NW 27<sup>th</sup>. Mr. Ihler indicated that the projects would be funded using 2021 G.O. Bonds. He stated that the City received seven bids with the lowest bid submitted by Silver Star Construction in the amount of

\$1,432,288. He noted that this amount was 18% less than the engineer's estimate. Mr. Ihler stated that staff recommended awarding the contract to Silver Star Construction as the lowest responsive bidder.

**Councilman Hamm moved to award Bid No. 2022-008 "Reconstruction of the Ward 2 Residential Street Improvement Projects" to Silver Star Construction in the amount of \$1,432,288; and authorize the Mayor to execute the contract, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER AWARDING BID NO. 2022-007 "RECONSTRUCTION OF THE WARD 1 RESIDENTIAL STREET IMPROVEMENT PROJECTS" TO SILVER STAR CONSTRUCTION IN THE AMOUNT OF \$1,446,913; AND AUTHORIZE THE MAYOR TO EXECUTE THE CONTRACT.

Jerry Ihler, Assistant City Manager, stated that item was for award of the Ward 1 residential street projects for Timber Creek Way and Kelsi Drive which would be funded using 2021 G.O. Bond funds. Mr. Ihler advised that Silver Star Construction submitted the lowest responsive bid in the amount of \$1,446,913. He noted that the bid was 12% below the engineer's estimate. Mr. Ihler recommended awarding the contract to Silver Star Construction.

**Councilwoman McKenzie moved to award Bid No. 2022-007 "Reconstruction of the Ward 1 Residential Street Improvement Projects" to Silver Star Construction in the amount of \$1,446,913 and authorize the mayor to execute the contract, second by Councilman Hamm. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER THE BUDGETED PURCHASE OF FIVE (5) MOTOROLA APX 6000 PORTABLE RADIOS AND ACCESSORIES FROM MOTOROLA SOLUTION IN THE AMOUNT OF \$26,566.70 USING SOURCEWELL CONTRACT NO. SW1053M.

Fire Chief Herbster advised that the budgeted purchase of five Motorola APX 6000 portable radios and accessories was for replacement of portable radios purchased in 2006. This would allow another fire truck to be outfitted with newer handheld radios.

**Councilwoman McKenzie moved to approve the budgeted purchase of five (5) Motorola APX 6000 portable radios and accessories from Motorola Solution in the amount of \$26,566.70 using Sourcewell Contract No. SW1053M, second by Councilman Hamm. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER APPROVAL OF A REVISED JOB DESCRIPTION FOR A CONSTRUCTION INSPECTOR IN THE INSPECTIONS DIVISION OF THE COMMUNITY DEVELOPMENT DEPARTMENT, AND ASSIGN IT TO PAY GRADE 108 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016.

Vice-Mayor Williams stated that Agenda Item No. 10 was struck from the agenda at the request of staff.

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR A STREET SWEEPER OPERATOR IN THE PUBLIC WORKS DEPARTMENT, AND ASSIGN IT TO PAY GRADE 107 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016.

Christine Jolly, Human Resources Director, stated that the Streets and Drainage division of the Public Works Department requested approval of a new job description for Street Sweeper Operator. Ms. Jolly advised that job duties for the position would include operation of a street sweeper to clean the City streets along with maintenance and safety inspections of the vehicle. Ms. Jolly stated that the position was approved in the FY 22 budget and staff recommended approval and placement in Pay Grade 107 of the City's salary table.

**Councilwoman McKenzie moved to approve a new job description for a Street Sweeper Operator in the Public Works Department, and assign it to Pay Grade 107 of the City's salary table approved by City Council on June 20, 2016, second by Mayor Lewis. Motion carried unanimously.**

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

**Agenda Item Number 12 being:**

CONSIDER AUTHORIZING THE REPAIR OF FIRE ENGINE 4 (UNIT NO. 09154) BY RUSH TRUCK CENTER IN THE AMOUNT OF \$30,750.80 AS THE LOWEST RESPONSIBLE QUOTE.

Tony Mensah, Public Works Director, advised that Fire Engine 4 has been out of service for several weeks. It was determined that the engine needed to be rebuilt. Quotes were solicited from three different vendors. Mr. Mensah advised Rush Truck Center submitted the lowest quote in the amount of \$30,750.80.

Mayor Lewis asked how long the truck would be out of service. Mr. Mensah stated that the estimated time for repair was three to four weeks.

**Councilman Hamm moved to authorize the repair of Fire Engine 4 (Unit No. 09154) by Rush Truck Center in the amount of \$30,750.80 as the lowest responsible quote, second by Mayor Lewis. Motion carried unanimously.**

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

**Addendum Item Number 12.1 being:**

CONSIDER REZONING APPLICATION NO. RZ-1020, LOCATED IN THE NW/4 OF SECTION 22, T10N, R3W, BEING SOUTH OF SW 4<sup>TH</sup> STREET AND EAST OF SANTA FE AVENUE, FROM A-2 SUBURBAN AGRICULTURAL DISTRICT TO C-2 NEIGHBORHOOD COMMERCIAL DISTRICT; AND APPROVE ORDINANCE NO. 5(22). APPLICATION BY TONY J. TYLER. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 3. COMMUNITY DEVELOPMENT

Elizabeth Weitman, Community Development Director, stated that Addendum Items No. 12.1, 12.2 and 12.3 were companion items. Ms. Weitman stated that the purpose of the Rezoning Application was to make the entire footprint of the commercial development to be in the C-2 zoning district. She advised that the subject site contained one parcel of land totaling just under 1 acre and would be combined with the larger C-2 street frontage parcel to facilitate a new commercial development.

Ms. Weitman advised that public water and sewer would be extended to serve the site and access would be provided by SW 4<sup>th</sup> Street. She added that the site did not contain a FEMA regulated floodplain; however, on-site stormwater detention would be required. She stated that the Envision Moore 2040 Plan designated the site as Neighborhood Commercial. She stated that the application was reviewed and found to be in conformance with the comprehensive plan.

Ms. Weitman stated that the preliminary and final plats consisted of six commercial lots. She advised that Lots 1 through 5 front onto SW 4<sup>th</sup> Street and would be available for commercial development. She noted that Lot 5 was proposed to be a medical office. Lot 6 contained the KOMA towers and the detention area.

**Mayor Lewis moved to approve Rezoning Application No. RZ-1020, located in the NW/4 of Section 22, T10N, R3W, being south of SW 4<sup>th</sup> Street and east of Santa Fe Avenue, from A-2 Suburban Agricultural District to C-2 Neighborhood Commercial District; and approve Ordinance No. 5(22), second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Addendum Item Number 12.2 being:**

CONSIDER THE PRELIMINARY PLAT OF TYLER COMMERCIAL PARK, LOCATED IN THE NW/4 OF SECTION 22, T10N, R3W, BEING SOUTH OF SW 4<sup>TH</sup> STREET AND EAST OF SANTA FE AVENUE. APPLICATION BY TONY J. TYLER. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 3.

**Councilwoman McKenzie moved to approve the Preliminary Plat of Tyler Commercial Park, located in the NW/4 of Section 22, T10N, R3W, being south of SW 4<sup>th</sup> Street and east of Santa Fe Avenue, second by Mayor Lewis. Motion carried unanimously.**

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

**Addendum Item Number 12.3 being:**

CONSIDER THE FINAL PLAT OF TYLER COMMERCIAL PARK, SECTION 1, LOCATED IN THE NW/4 OF SECTION 22, T10N, R3W, BEING SOUTH OF SW 4<sup>TH</sup> STREET AND EAST OF SANTA FE AVENUE. APPLICATION BY TONY J. TYLER. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 3.

**Councilwoman McKenzie moved to approve Final Plat of Tyler Commercial Park, Section 1, located in the NW/4 of Section 22, T10N, R3W, being south of SW 4<sup>th</sup> Street and east of Santa Fe Avenue, second by Councilman Hamm. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:58 P.M.**

**Agenda Item Number 13 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MAY 2, 2022.
- B) RATIFY ACTION OF CITY COUNCIL REGARDING APPROVAL OF A NEW JOB DESCRIPTION FOR A STREET SWEEPER OPERATOR IN THE PUBLIC WORKS DEPARTMENT, AND ASSIGN IT TO PAY GRADE 107 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$516,466.90.

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

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

**Agenda Item Number 14 being:**

CONSIDER AUTHORIZING THE PURCHASE OF 702 POLYCARTS FROM SIERRA CONTAINER GROUP AT A TOTAL COST OF \$44,475.10 AS THE LOWEST RESPONSIBLE QUOTE.

Tony Mensah, Public Works Director, advised the City's supply of polycarts was running low and needed to be replenished. Mr. Mensah stated that quotes were solicited from three vendors for the purchase of 702 polycarts. He indicated that Sierra Container Group submitting the lowest responsible quote at \$44,475.10.

**Trustee Hamm moved to approve the purchase of 702 polycarts from Sierra Container Group in the amount of \$44,475.10 as the lowest responsible quote, second by Trustee McKenzie. Motion carried unanimously.**

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

**MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:00 P.M.**

**Agenda Item Number 15 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MAY 2, 2022.
- B) APPROVE PAYMENT OF A WORKERS COMPENSATION SETTLEMENT IN THE AMOUNT OF \$12,600 FOR CBR NO. 2050000919 TO MARK MURDOCK AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$882,722.14.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN MARK HAMM PRESIDING AT 7:01 P.M.**

**Agenda Item Number 16 being:**

ROLL CALL

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

**Agenda Item Number 17 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD APRIL 18, 2022.

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

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 7:04 P.M.**

**Agenda Item Number 18 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 advised that she has had several discussions with citizens regarding the removal of items at the cemetery. She stated that Brian Miller, Assistant City Attorney, had been working with the Parks and Recreation Department regarding the twice yearly maintenance of the cemetery. She indicated that there are times that items are removed from the vases causing upset to the family. Concern was also expressed about items on the ground being removed during mowing. The citizens requested that a sign be posted at the beginning of the month stating when items should be collected during maintenance of the cemetery. Councilwoman McKenzie stated that they would continue to work through the issues but appreciated the willingness of City staff and family members to work on a compromise.

Vice-Mayor Williams commented that two buildings at The Curve Apartments were now open and felt that the site was in desperate need of mowing.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, announced ACOG recommended approval of a \$1.79 million award for ODOT's 80% share of the Santa Fe and SW 19<sup>th</sup> intersection widening project.

Mayor Lewis thanked Vice-Mayor Williams for chairing the meeting on his behalf.

**Agenda Item Number 19 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 7:06 p.m.**

TRANSCRIBED BY:

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RHONDA BAXTER, Executive Assistant

FOR:

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MELISSA HUNT, MPWA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
VANESSA KEMP, City Clerk