

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
NOVEMBER 6, 2023 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on November 6, 2023 at 6:30 p.m. with Vice-Mayor Mark Hamm presiding.

*Adam Webb*  
*Councilman, Ward I*

*Kathy Griffith*  
*Councilwoman, Ward I*

*Melissa Hunt*  
*Councilwoman, Ward II*

*Mark Hamm*  
*Councilman, Ward II*

*Jason Blair*  
*Councilman, Ward III*

*Louie Williams*  
*Councilman, Ward III*

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

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; Assistant Community Development Director, Chad Denson; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Greg Herbster; Human Resource Director, Christine Jolly; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Police Sergeant Becky Miller; Public Affairs Director, Deidre Ebrey; Public Works Director, Tony Mensah; and Veolia Water Project Manager, Robert Pistole.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD OCTOBER 16, 2023.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD SEPTEMBER 12, 2023.
- C) APPROVE THE APPOINTMENT OF GARY BIRD TO THE MOORE URBAN RENEWAL AUTHORITY TO FILL THE REMAINING TERM OF KATHY GRIFFITH DUE TO EXPIRE JUNE 30, 2024.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$7,665,795.13.

**Councilman Williams moved to approve the Consent Docket in its entirety, second by Councilwoman Hunt Motion carried unanimously.**

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

**Agenda Item Number 3 being:**

CONSIDER THE APPOINTMENT OF GREG SUTTERFIELD, CHRIS JACKSON, JAMES HAYES, AND MEGAN HOLMAN TO THE PLUMBING BOARD FOR A 2-YEAR TERM.

**Councilman Williams moved to appoint Greg Sutterfield, Chris Jackson, James Hayes, and Megan Holman to the Plumbing Board for a 2-year term, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER THE APPOINTMENT OF MARK WHITE, TOM BAKER, NOAH GUERRERO, AND DARYL ELROD TO THE ELECTRICAL BOARD FOR A 2-YEAR TERM.

**Councilwoman Hunt moved to appoint Mark White, Tom Baker, Noah Guerrero, and Daryl Elrod to the Electrical Board for a 2-year term, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER THE APPOINTMENT OF FRANK RANDALL, RODNEY J. HADLEY, AND CORY L STANLEY TO THE MECHANICAL BOARD FOR A 2-YEAR TERM.

**Councilman Williams moved to appoint Frank Randall, Rodney J. Hadley, and Cory L Stanley to the Mechanical Board for a 2-year term, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER THE APPOINTMENT OF AN INTERVIEW COMMITTEE TO INTERVIEW APPLICANTS TO FILL ONE OPEN SEAT ON THE PLANNING COMMISSION.

Elizabeth Weitman, Community Development Director, stated that four applications were received after a vacancy on the Planning Commission was advertised through social media, one full cycle of the water bill insert, and posted at City Hall. Ms. Weitman advised that if that was Council's desire to interview the applicants the agenda item was for appointment of an interview committee.

**Councilman Blair moved to appoint Council Members Louie Williams, Kathy Griffith, and Melissa Hunt to serve on an Interview Committee to interview applicants to fill one open seat on the Planning Commission, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER APPROVAL OF A CONTRACT WITH GOVBUILT PERMIT, LAND USE, CEMETERY, AND LICENSE TRACKING SYSTEM, INCLUDING ONLINE CITIZEN PORTAL, FOR A TOTAL IMPLEMENTATION COST OF \$124,000 AND AN ANNUAL SUBSCRIPTION COST OF \$41,990 AS A SOLE-SOURCE PROVIDER.

Elizabeth Weitman, Community Development Director, advised that funds were allocated in this year's budget for a land use permitting and licensing tracking system to replace the EnerGov system. Staff from Community Development and Information Technology attended six demonstrations from on-line permitting systems. She indicated that staff requested the new system include the following items:

- Utilizes Word Templates for forms/permits to allow self-performed customization.
- Compatible with Bluebeam, ArcGIS, Microsoft Outlook Calendar.
- Customizable customer online portal with fee estimator, electronic plan upload, and other commonly provided items.
- Not reliant on 3rd-Party implementation teams but having implementation in-house.
- Supports escrow (pre-payment) account for trades
- Provides robust Customer Service

Ms. Weitman stated that GovBuilt was determined to be the only candidate that could fulfill staff's needs. The Finance Department determined the GovBuilt system would interconnect with the Munis financial software system. It was also determined that GovBuilt offered more functionality for the City Clerk than EnerGov and by moving their operations to GovBuilt the City could discontinue EnerGov, Tyler Cemetery, and Encode 9 systems altogether. This would streamline paid prescription services to one company and free up one server for other operations.

Ms. Weitman stated that \$150,000 was budgeted for the implementation and first annual subscription fee for the new system. However, with the addition of the cemetery module the total cost would be \$165,990. She added that the annual subscription fee for all modules is quoted as \$41,990. Staff recommended approval of a contract with GovBuilt as a sole source provider. Ms. Weitman advised that William Velasco with GovBuilt was in attendance to answer any questions.

Councilman Williams asked if the system was cloud based and if preparations were made for the API integrations to work. Ms. Weitman indicated that the system was cloud based and the API integrations have been looked at extensively.

**Councilman Webb moved to approve a contract with GovBuilt Permit, Land Use, Cemetery, and License Tracking System, including online citizen portal, for a total implementation cost of \$165,990 and an annual subscription cost of \$41,990 as a sole-source provider, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER THE PRELIMINARY PLAT OF DM ESTATES, LOCATED IN THE SE/4 OF SECTION 18, T10N, R2W, BEING NORTH OF SE 4<sup>TH</sup> STREET AND WEST OF SUNNYLANE ROAD.

Vice-Mayor Hamm asked for a tabling motion at the request of staff.

**Councilman Williams moved to table Agenda Item No. 8, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER REZONING APPLICATION NO. RZ-1036, LOCATED IN THE SW/4 OF SECTION 2, T10N, R3W, BEING NORTH OF NE 27<sup>TH</sup> STREET AND EAST OF I-35, FROM A-2 SUBURBAN AGRICULTURAL DISTRICT TO C3/PUD GENERAL COMMERCIAL DISTRICT/PLANNED UNIT DEVELOPMENT AND I-1/PUD LIGHT INDUSTRIAL DISTRICT/PLANNED UNIT DEVELOPMENT; AND APPROVE ORDINANCE NO. 21(23). APPLICATION BY CHI-OK REAL ESTATE PARTNERS IV/FORSHEE & BULLARD P.C. (PLANNING COMMISSION RECOMMENDED DENIAL 4-3). WARD 2.

Elizabeth Weitman, Community Development Director, advised that the subject site is located north of NE 27<sup>th</sup> Street and east of I-35. The applicant proposes rezoning the undeveloped property from A-2 to C-3 and I-1 as a Planned Unit Development. The frontage along I-35 would be developed with retail and commercial uses while the remainder of the property would be developed as light industrial, wholesaling, storage and distribution center, with the potential for outside storage.

Ms. Weitman stated that public water and sewer would be extended from the south along Pole Road and NE 27<sup>th</sup> to serve the site. Stormwater detention is required. She advised that a small portion of a FEMA floodplain is located on the southern boundary of the site along the I-35 Service Road; therefore, all City and FEMA requirements for development within a floodplain will be required. Access would be provided by both the I-35 Service Road and Pole Road. A traffic study was completed to assess the potential impacts on the transportation network. Although the traffic study looked at all major streets in the area, Pole Road is considered more problematic due to sight-distance problems caused from the railroad underpass on 27<sup>th</sup> Street.

Ms. Weitman gave a brief overview of the traffic study which stated that with the existing traffic, the anticipated future developments of QuikTrip, E-Express, and the BNSF Logistics Center, along with the proposed development, the traffic at the Pole Road intersection significantly increases from a 2028 projected (not including the subject site) of 17 trips in the a.m. peak hour left-hand turning movement along NE 27<sup>th</sup> to Pole Road to a 2028 buildout (with the proposed development) of 116 in the am peak hour. The NW 27<sup>th</sup> Street and Pole Road Intersection is the only intersection on the network that is anticipated to have a Level of Service of E and below at full build out.

She advised that the traffic study gives recommendations on improvements needed to accommodate the increased traffic from this development. The recommendations include a signal light at the NE 27<sup>th</sup> and Pole Road Intersection, and west bound dedicated left-turn lanes along NE 27<sup>th</sup> Street at Pole Road. The proposed improvements are expected to raise the level of service at the intersection to a B or better.

Based on the existing sight-distance problems at the intersection and the traffic hazards this creates, staff recommends the applicant provide a mitigation plan with submittal of the first final plat if the item is approved.

Ms. Weitman stated that the applicant is utilizing a Planned Unit Development to expand upon the allowable uses in the I-1 zoning district while providing protections to preserve the commercial integrity of the I-35 Corridor. By utilizing a PUD the City may relax certain requirements in exchange for amenities that would not otherwise be required. The PUD included the following amenities:

- Industrial Tract will have a minimum of 70% masonry or architectural metal facade with no more than 30% EFIS permitted.
- Required landscaping shall exceed City Code by 15% with a total of 549 trees and 902 shrubs for the entire site. Credit for preserved landscaping is allowed by Code.
- Outdoor storage, including semi-trailers, shall be screened from I-35 by a 6-8' berm or masonry wall or wood fence with brick columns 20' apart. Outdoor storage is limited to 20' in height.
- All dumpsters shall be located in an area screened from public streets with a fence or masonry wall enclosure.
- Any outdoor storage shall be setback a minimum of 25' from all PUD boundary lines.
- At the request of the First Baptist Church a landscape buffer along the south boundary line is required.

Ms. Weitman advised that the Envision Moore 2040 Plan designated the area as Community Commercial along the frontage of I-35 and Light Industrial along Pole Road. The application was reviewed and found to be in conformance with the intent of the plan; therefore, an amendment is not required. She stated that if the Planning Commission and City Council believe that the PUD gives appropriate protections and amenities to preserve the integrity of the I-35 Corridor and neighboring properties from unsightly outdoor storage, staff recommends approval of this application contingent upon a traffic mitigation plan to be submitted with the first final plat for the industrial tract. Special attention should be given to the sight-distance limitations and the safety of the travelling public. She noted that no citizens attended the Planning Commission Meeting to speak on the item; however, the Planning Commission recommended denial of the item due to traffic concerns.

Ms. Weitman indicated that the applicant was in attendance to answer any questions Council may have regarding the application.

Councilman Williams asked what the purpose is for a truck court and what commodity would be stored there. Ms. Weitman indicated her understanding that it would be a parking and unloading area but would let the applicant address the other question.

David Box, 522 Colcord Drive, appeared on behalf of the applicant. Mr. Box noted that the truck court would reflect parking and vehicular movement within the site. There is a host of different types of businesses that could go there presumably some with overhead doors and a product stored inside. They started working with staff in February understanding the importance of maintaining the commercial corridor along I-35. The PUD was drafted in separate tracks, legal descriptions, and development regulations with the commercial development located on the frontage. However, industrial is expected to be located behind the commercial similar to what is located to the north in Oklahoma City. The architectural regulations are heightened compared to what is expected in an industrial development. Mr. Box agreed that traffic issues need to be addressed and are agreeable to staff's recommendation that a mitigation plan be submitted with the Final Plat. He felt it was too early in the process to prepare a mitigation plan at this time since they are uncertain when the full buildout will be and who the end users will be.

Councilman Webb asked about the size of the natural barrier to the south which abuts the church property. Mr. Box estimated 150 to 200 feet separates the properties and contains primarily trees and detention.

Councilwoman Hunt expressed her appreciation to the applicant for working to address the church's concerns and to make the development good for the City.

Councilman Williams asked who would be responsible for the cost of implementing a mitigation plan. Ms. Weitman stated that typically the cost of mitigation falls fully upon the developer; however, no decisions about mitigation have been determined.

**Councilman Webb moved to approve Rezoning Application No. RZ-1036, located in the SW/4 of Section 2, T10N, R3W, being north of NE 27<sup>th</sup> Street and east of I-35, from A-2 Suburban Agricultural District to C3/PUD General Commercial District/Planned Unit Development and I-1/PUD Light Industrial District/Planned Unit Development; and approve Ordinance No. 21(23), second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER ENVISION MOORE 2040 COMPREHENSIVE PLAN AMENDMENT NO. 5, LOCATED IN THE NW/4 OF SECTION 10, T10N, R3W, BEING NORTH OF NW 24<sup>TH</sup> STREET AND WEST OF JANEWAY AVENUE, FROM EMPLOYMENT MIXED USE TO TRANSITIONAL COMMERCE. APPLICATION BY BRENT IRISH.

Elizabeth Weitman, Community Development Director, advised that Agenda Items No. 10 and 11 are companion items related to the subject site located north of NW 24<sup>th</sup> Street and west of Janeway Avenue. Ms. Weitman stated that the C-4 property is currently developed with two existing buildings. The applicant proposes to develop a commercial recreation business with indoor batting cages constructed in the existing buildings and an outdoor baseball diamond on the vacant property on the site. To achieve the desired development, the property must be rezoned to C-5 Automotive and Commercial Recreation District. Public water and sewer are available to the site. She stated that stormwater detention is not required because it is an existing development; however, any new impervious surface additions must be off-set with appropriate stormwater detention. Access will be provided by NW 24<sup>th</sup> Street. The subject site is located in a heavy commercial area with commercial zoning to the north, south, and east, and high-density apartments to the west. The general area has historically supported commercial uses that rely on outdoor storage. Ms. Weitman noted that if item is approved, any of the uses under C-5 would be allowed by right at this location.

Ms. Weitman stated that the Envision Moore 2040 Plan designated the area as Employment Mixed Use for development into an office park setting; however, the applicant is requesting a change to Transitional Commerce. She stated that if the Planning Commission and City Council feel the development and investment potential in this blighted area outweighs the potential negative effects of outdoor storage and activities being adjacent to high-density residential housing to the west, staff would recommend approval of the application contingent upon the lighting being reviewed at the building permit stage to eliminate glare to any abutting residential property, a photometric design at the building permit stage, and all activities comply with the City's noise ordinance.

Councilwoman Hunt mentioned her concerns about noise and the proximity to the apartments. Ms. Weitman indicated that the outdoor diamond is a practice field with no walk-on music, loud speakers, or stands full of spectators.

**Councilman Blair moved to approve Envision Moore 2040 Comprehensive Plan Amendment No. 5, located in the NW/4 of Section 10, T10N, R3W, being north of NW 24<sup>th</sup> Street and west of Janeway Avenue, from Employment Mixed Use to Transitional Commerce, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER REZONING APPLICATION NO. 1037, LOCATED IN THE NW/4 OF SECTION 10, T10N, R3W, BEING NORTH OF NW 24<sup>TH</sup> STREET AND WEST OF JANEWAY AVENUE, FROM C-4 PLANNED SHOPPING CENTER DISTRICT TO C-5 AUTOMOTIVE AND COMMERCIAL RECREATION DISTRICT; AND APPROVE ORDINANCE NO. 22(23).

**Councilman Blair moved to approve Rezoning Application No. 1037, located in the NW/4 of Section 10, T10N, R3W, being north of NW 24<sup>th</sup> Street and west of Janeway Avenue, from C-4 Planned Shopping Center District to C-5 Automotive and Commercial Recreation District; and approve Ordinance No. 22(23), second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 12 being:**

CONSIDER REZONING APPLICATION NO. RZ-1038, LOCATED IN THE SE/4 OF SECTION 19, T10N, R2W, BEING NORTH OF SE 19<sup>TH</sup> STREET AND WEST OF SUNNYLANE ROAD, FROM A-1 RURAL AGRICULTURAL DISTRICT TO C-2 NEIGHBORHOOD COMMERCIAL DISTRICT; AND APPROVE ORDINANCE NO. 23(23). APPLICATION BY FARZANEH DEVELOPMENT, LLP/HOSSEIN FARZANEH. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 1.

Elizabeth Weitman, Community Development Director, advised that the undeveloped site, zoned A-1 Rural Agriculture District, is located north of SE 19<sup>th</sup> Street and west of Sunnyslane Road. The applicant proposes developing the property with unspecific neighborhood commercial uses on 3.77 acres. Stormwater detention is required and, because FEMA floodplains/floodways are located along the north and west boundaries of the site, all FEMA requirements for development within a floodplain are required. Ms. Weitman stated that the application is subject to a 50' riparian buffer between the floodplain and commercial development as adopted in the 2021 Drainage Criteria. Access will be provided by S. Sunnyslane Road and SE 19<sup>th</sup> Street. All curb cut requests will be reviewed at the platting stage.

Ms. Weitman stated that the Envision 2040 Plan designated the area as Neighborhood Commercial and should have office, retail, and service uses convenient to residential and employment areas. The rezoning application is speculative with no particular commercial users identified. If developed according to City Codes it will work to further the goals and policies of the Comprehensive Plan, and an amendment is not required.

She noted that the area will experience significant residential growth with Cardinal Landing, Cypress Creek, and Urbansky Farm residential developments to the south and west. Because the area is anticipated to support neighborhood commercial uses, staff recommended approval of the application.

**Councilman Webb moved to approve Rezoning Application No. RZ-1038, located in the SE/4 of Section 19, T10N, R2W, being north of SE 19<sup>th</sup> Street and west of Sunnyslane Road, from A-1 Rural Agricultural District to C-2 Neighborhood Commercial District; and approve Ordinance No. 23(23), second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 13 being:**

CONSIDER AWARDED BID NO. 2024-005 TO CONFIDENCE FORD OF NORMAN FOR THE PURCHASE OF SIX (6) FORD POLICE INTERCEPTOR UTILITY AWD SPORT UTILITY VEHICLES IN THE AMOUNT OF \$286,944 AS THE SOLE BIDDER.

Police Chief Todd Gibson advised that the item was to award a bid for purchase of six marked police vehicles as part of routine fleet maintenance.

Vice-Mayor Hamm asked when delivery of the vehicles is anticipated. Chief Gibson stated that Ford requires a purchase order be issued before being placed on a pre-order list. It is anticipated that the vehicles might not be delivered until 2025.

Councilman Blair asked if the City could purchase cars from a different manufacturer. Chief Gibson stated that Ford, Chevrolet, and Dodge make a police package. However, all three vendors are in the same situation and are uncertain when delivery may occur. Chief Gibson did not feel there was an advantage to changing manufacturers at this time.

**Councilman Webb moved to award Bid No. 2024-005 to Confidence Ford of Norman for the purchase of six (6) Ford Police Interceptor Utility AWD Sport Utility Vehicles in the amount of \$286,944 as the sole bidder, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 14 being:**

CONSIDER AWARDED BID NO. 2024-005 TO CONFIDENCE FORD OF NORMAN FOR THE PURCHASE OF TWO (2) 2024 FORD EXPLORER 4 X 4 BASE MODEL SPORT UTILITY VEHICLES IN THE AMOUNT OF \$85,956 AS THE SOLE BIDDER.

Police Chief Todd Gibson stated that the item was to award a bid for purchase of two vehicles to be used as replacement detective vehicles. Chief Gibson indicated that the vehicles are more of a civilian type of vehicle making them easier to obtain than the police interceptor vehicles discussed under Agenda Item No. 13.

**Councilman Webb moved to award Bid No. 2024-005 to Confidence Ford of Norman for the purchase of two (2) 2024 Ford Explorer 4 x 4 Base Model Sport Utility Vehicles in the amount of \$85,956 as the sole bidder, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 15 being:**

CONSIDER AUTHORIZING STAFF TO SOLICIT PROPOSALS FOR A "REPAIR PARTS MANAGEMENT PROGRAM" FOR CITY EQUIPMENT AND VEHICLE REPAIR AND REPLACEMENT PARTS.

Jerry Ihler, Assistant City Manager, requested authorization to solicit proposals from companies such as Auto Zone, Western Auto, and Napa for the implementation of a Repair Parts Management Program. The company would hire a full-time parts manager that would manage inventory on site for the City's Fleet Maintenance department. The stocked inventory would be specific to the City's fleet. This would improve efficiency since the mechanic's spend a lot of time tracking down parts for the 360 vehicles and equipment in the City's fleet. It is anticipated that the program would result in a cost savings. The City would be billed monthly for the inventory used. He stated that cities such as Oklahoma City, Norman, and Lawton already utilize this type of program.

Councilman Blair asked if the parts room would be large enough to accommodate the additional stock. Mr. Ihler felt that the parts room should be adequate at this time; however, it might need to be expanded in the future.

**Councilwoman Hunt moved to authorize staff to solicit proposals for a "Repair Parts Management Program" for City equipment and vehicle repair and replacement parts, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 16 being:**

CONSIDER AUTHORIZING THE PURCHASE AND INSTALLATION OF AN AUDIO/VIDEO SYSTEM FOR THE MUNICIPAL COURTROOMS FROM FORD AUDIO-VIDEO SYSTEMS IN THE AMOUNT OF \$26,391 UTILIZING STATE CONTRACT NO. ITSW1021 USING COURT TECHNOLOGY FUNDS.

Brian Miller, City Attorney, stated that the item was for the purchase and installation of an audio/video system for the City's two municipal courtrooms. Mr. Miller advised that the system would include the installation of microphones at the podium, witness chair, and Judge's bench. Two 50-inch flat panel television screens and a 22" display at the Judge's bench will allow body cam footage to be viewed more easily. He indicated that recordings are necessary due to new laws regarding appeal of court costs.

**Councilman Blair moved to authorize the purchase and installation of an audio/video system for the municipal courtrooms from Ford Audio-Video Systems in the amount of \$26,391 utilizing State Contract No. ITSW1021 using Court Technology funds, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 17 being:**

CONSIDER APPROVAL OF FUND TRANSFER BETWEEN STREETS AND SANITATION, INCREASE THE BUDGET FOR TECHNOLOGY FEES COLLECTED IN PREVIOUS YEARS, CORRECT AVAILABLE ARPA FUNDING, BUDGET PROJECT FUNDS FOR IMPROVEMENTS AT N. MOORE AVENUE, AND BUDGET CARRYOVER CDBG MONIES.

John Parker, Finance Director, the budget amendment would allow budgeted equipment savings to fund needs in Fund 5. Staff also requests approval to carryover revenues from unexpended grant funds and new revenues that were unbudgeted from last fiscal year to budget and utilize in this fiscal year.

**Councilman Williams moved to approve a fund transfer between Streets and Sanitation, increase the budget for Technology Fees collected in previous years, correct available ARPA funding, budget project funds for improvements at N. Moore Avenue, and budget carryover CDBG monies, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 18 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF FIFTEEN BATTERY BACKUP SYSTEMS FOR TRAFFIC SIGNALS FROM PARADIGM TRAFFIC SYSTEMS IN THE AMOUNT OF \$84,000.00 AS THE LOWEST MOST RESPONSIVE QUOTE.

Tony Mensah, Public Works Director, stated that none of the City's 54 traffic signals have backup power systems. Staff would propose purchasing 15 battery backup systems for installation on the signal lights in the 19<sup>th</sup> Street Corridor. The system will automatically switch to battery backup when the power goes out. The system also has a place for a generator for an extended power outage. Mr. Mensah advised that once the power comes back on the backup goes off and recharges.

Councilman Williams asked what the battery life is for the backup. Mr. Mensah stated that the life of the battery is two to five years.

**Councilman Williams moved to authorize the budgeted purchase of fifteen Battery Backup Systems for traffic signals from Paradigm Traffic Systems in the amount of \$84,000.00 as the lowest most responsive quote, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 19 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2023 FORD F-350 CREW CAB AND CHASSIS FOR BUILDING MAINTENANCE FROM BILL KNIGHT FORD IN THE AMOUNT OF \$52,001.00, USING STATE CONTRACT NO. SW035.

Tony Mensah, Public Works Director, stated that Agenda Items No. 19 and 20 are companion items regarding the purchase of a 2023 Ford F-350 that would replace a 2006 vehicle for Building Maintenance.

**Councilman Webb moved to authorize the budgeted purchase of a 2023 Ford F-350 Crew Cab and chassis for Building Maintenance from Bill Knight Ford in the amount of \$52,001.00, using State Contract No. SW035, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 20 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF AN 8-FOOT STAHL UTILITY BODY FOR THE 2023 FORD F-350 CREW CAB CHASSIS FROM INDUSTRIAL TRUCK EQUIPMENT IN THE AMOUNT OF \$18,236.20, USING STATE CONTRACT NO. SW106.

**Councilwoman Hunt moved to authorize authorizing the budgeted purchase of an 8-foot Stahl Utility Body for the 2023 Ford F-350 Crew Cab chassis from Industrial Truck Equipment in the amount of \$18,236.20, using State Contract No. SW106, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 21 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF TWO 2024 FORD TRANSIT CARGO VANS FOR BUILDING MAINTENANCE FROM BILL KNIGHT FORD IN THE AMOUNT OF \$46,105.00 EACH, FOR A TOTAL OF \$92,210.00, USING STATE CONTRACT NO. SW035.

Tony Mensah, Public Works Director, stated that the proposed cargo vans would be utilized by the Building Maintenance department to carry their equipment.

**Councilman Blair moved to authorize the budgeted purchase of two 2024 Ford Transit Cargo Vans for Building Maintenance from Bill Knight Ford in the amount of \$46,105.00 each, for a total of \$92,210.00, using State Contract No. SW035, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 22 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2023 DIESEL FORD F-550 CREW CAB AND CHASSIS FOR THE STREET DEPARTMENT FROM BILL KNIGHT FORD IN THE AMOUNT OF \$68,992.00, USING STATE CONTRACT NO. SW035.

Tony Mensah, Public Works Director, stated that Agenda Items No. 22 and 23 are companion items regarding the purchase of a Ford F-550 for Street Maintenance to utilize as a service vehicle in the field.

**Councilman Blair moved to authorize the budgeted purchase of a 2023 Diesel Ford F-550 Crew Cab and chassis for the Street Department from Bill Knight Ford in the amount of \$68,992.00, using State Contract No. SW035, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 23 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A UTILITY AND TOOL BODY FOR THE STREET DEPARTMENT FROM INDUSTRIAL TRUCK EQUIPMENT IN THE AMOUNT OF \$75,120.00, USING STATE CONTRACT NO. SW0106.

**Councilman Blair moved to authorize the budgeted purchase of a Utility and Tool Body for the Street Department from Industrial Truck Equipment in the amount of \$75,120.00, using State Contract No. SW0106, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 24 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2023 FORD F-250 CREW CAB PICKUP TRUCK FOR THE STREET DEPARTMENT FROM BILL KNIGHT FORD IN THE AMOUNT OF \$51,587.00, USING STATE CONTRACT NO. SW035.

Tony Mensah, Public Works Director, stated the requested vehicle would replace one of the oldest trucks in the Streets and Drainage department.

**Councilman Webb moved to authorize the budgeted purchase of a 2023 Ford F-250 Crew Cab pickup truck for the Street Department from Bill Knight Ford in the amount of \$51,587.00, using State Contract No. SW035, using State Contract No. SW035, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 25 being:**

CONSIDER RESOLUTION NO. 69(23) CONCERNING BRIDGE INSPECTION RESPONSIBILITY BY LOCAL GOVERNMENT FOR COMPLIANCE WITH NATIONAL BRIDGE INSPECTION STANDARDS.

Tony Mensah, Public Works Director, stated that the National Bridge Inspection Standards require local government to inspect their bridges. Resolution No. 69(23) contains the City's choice of Burgess and Niple engineers as one of the six pre-qualified consultants approved by the Oklahoma Department of Transportation to perform the inspections. Mr. Mensah noted that inspections would be performed from April 1, 2024 through March 31, 2026.

**Councilman Blair moved to adopt Resolution No. 69(23) concerning bridge inspection responsibility by local government for compliance with National Bridge Inspection Standards, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 26 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2023 FORD F-250 CREW CAB 4WD TRUCK FOR FLEET MAINTENANCE FROM BILL KNIGHT FORD IN THE AMOUNT OF \$52,332.00 USING STATE CONTRACT NO. SW035.

Tony Mensah, Public Works Director, stated that the proposed purchase of a 2023 Ford F-250 truck would be utilized by Fleet Maintenance for service calls.

**Councilman Williams moved approve the budgeted purchase of a 2023 Ford F-250 Crew Cab 4wd truck for Fleet Maintenance from Bill Knight Ford in the amount of \$52,332.00 using State Contract No. SW035, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 27 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2023 FORD F-250 EXTENDED CAB 4WD TRUCK FOR FLEET MAINTENANCE FROM BILL KNIGHT FORD IN THE AMOUNT OF \$49,687.00 USING STATE CONTRACT NO. SW035.

**Councilman Blair moved to authorize the budgeted purchase of a 2023 Ford F-250 Extended Cab 4WD truck for Fleet Maintenance from Bill Knight Ford in the amount of \$49,687.00 using State Contract No. SW035, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 28 being:**

CONSIDER APPROVAL OF OPTION 3 OF THE LEASE AGREEMENT FOR THE PURCHASE OF FITNESS EQUIPMENT THROUGH KANSAS STATE BANK WITH AN ANNUAL PAYMENT OF \$48,581.88 FOR A TOTAL COST OF \$145,745.64. (ACQUISITION COST OF \$133,765.40 WAS PREVIOUSLY APPROVED BY COUNCIL ON OCTOBER 2, 2023).

Sue Wood, Parks and Recreation Director, stated that the item was for lease of fitness equipment that would be utilized in The Station expansion.

Councilman Williams asked why we selected the option with the highest interest rate. Brooks Mitchell, City Manager, stated that although Option 3 of the lease agreement had the highest interest rate it ended up being with the lowest cost due to the amount of the down payment.

**Councilman Williams moved to approve Option 3 of the lease agreement for the purchase of fitness equipment through Kansas State Bank with an annual payment of \$48,581.88 for a total cost of \$145,745.64, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 29 being:**

CONSIDER APPROVAL OF A CHANGE ORDER TOTALING \$31,074.62 TO LIGHTHOUSE RECREATION FOR THE INSTALLATION OF 109 TRASH RECEPTACLES FOR ALL MOORE PARKS.

Sue Wood, Parks and Recreation Director, stated that the Parks Department had originally planned to install the 109 trash receptacles; however, due to a heavier workload they were unable to do so. Staff would request approval of a change order totaling \$31,074.62 to Lighthouse Recreation for installation of the trash receptacles.

**Councilman Webb moved approve a change order totaling \$31,074.62 to Lighthouse Recreation for the installation of 109 trash receptacles for all Moore parks, second by Councilwoman Griffith. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 7:28 P.M.**

**Agenda Item Number 30 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD OCTOBER 16, 2023.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$1,348,811.37.

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

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:29 P.M.**

**Agenda Item Number 31 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD OCTOBER 16, 2023.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$318,566.56.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH VICE-MAYOR MARK HAMM PRESIDING AT 7:30 P.M.**

**Agenda Item Number 32 being:**

NEW BUSINESS:

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

Tim Barnett, 3612 NE 9<sup>th</sup> Street, appeared before Council to express concerns about future development in the City of Moore.

- B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilman Williams stated that he recently attended the Crime Stopper's event. He commented that he was impressed with the event and felt it was well attended.

Vice-Mayor Hamm stated that the Red Ribbon Parade and Haunt Old Town events were held on November 4, 2023. He felt it was a great success despite the cold temperatures and rain. Vice-Mayor Hamm announced the winners for the school floats: First Place - Central Elementary, Second Place - Central Junior High, Third Place - Broadmoore Elementary. He added that winners for the general floats were: First Place - The Evans Agency, Second Place - Moore Animal Shelter, Third Place - A Step Above School Dance. He expressed his appreciation to City staff and the volunteers for their support of the event and to those individuals who attended.

Vice-Mayor Hamm announced his resignation from the City Council after eleven years. He stated that he enjoyed being on the Council and appreciated the diligence of the City staff in addressing the concerns of

the citizens. He expressed appreciation to the City Council not all Council's are as harmonious. He stated that the make up the Council brings a variety of talents and personalities. Councilman Webb's commitment to Parks and Veterans Park in particular. Councilman Williams reads the agenda and comes prepared and is willing to make motions. Councilwoman Hunt was willing to offer her opinion regarding items pertaining to Ward 2. Councilman Blair, who has been on the Council longer than anyone other than the Mayor, always stressed the importance of getting along. Councilwoman Griffith, who is serving on the Council for the second time, is always full of positive energy. He expressed his appreciation to her for welcoming him to the City Council when he was first elected. He acknowledged Mayor Lewis for having so much institutional knowledge and historical information about why things are done in a certain way. Vice-Mayor Hamm also acknowledged Brooks Mitchell, City Manager and his willingness to listen and address whatever concerns he may have. He stated that it has been a wonderful time to serve the City of Moore and hopes he will have the opportunity to come back. He felt he matured while on the Council and learned how to work with other people. He commented that the late David Roberts who served on the City Council gave him great advice. The City is divided into wards but Council should look at what is best for the City overall. Each council person is a voice for the ward they represent but ultimately the important thing is what is best for the City and the people who live here. Vice-Mayor Hamm expressed his appreciation for the opportunity to serve.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, announced that a general obligation bond election will be held on November 14, 2023 with numerous street projects. Mr. Mitchell encouraged everyone to vote.

**Agenda Item Number 33 being:**

EXECUTIVE SESSION:

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, CONVENE TAKING POSSIBLE ACTION REGARDING PENDING CASE NO. CIV-23-925-J FILED IN UNITED STATES DISTRICT COURT BY BILL NOELKER ON BEHALF OF SEAN MURRAY AGAINST JEREMY DARWENT AND MARY WILLIAMS, POLICE OFFICERS OF 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 Councilman Blair. Motion carried unanimously.**

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

**The City Council convened into executive session at 7:34 p.m.**

C) RECONVENE FROM EXECUTIVE SESSION

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

**The City Council reconvened from executive session at 7:54 p.m.**

D) ACTION

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, CONVENE TAKING POSSIBLE ACTION REGARDING PENDING CASE NO. CIV-23-925-J FILED IN UNITED STATES DISTRICT COURT BY BILL NOELKER ON BEHALF OF SEAN MURRAY AGAINST JEREMY DARWENT AND MARY WILLIAMS, POLICE OFFICERS OF 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).

**Councilman Williams moved to authorize staff to proceed as directed in executive session regarding pending Case No. CIV-23-925-J filed in United States District Court by Bill Noelker on behalf of Sean Murray against Jeremy Darwent and Mary Williams, police officers of the City of Moore, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 34 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:56 p.m.**

TRANSCRIBED BY:

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RHONDA BAXTER, Executive Assistant

FOR:

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VANESSA KEMP, MPWA Assistant Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

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