

**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  
DECEMBER 18, 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 December 18, 2023 at 6:30 p.m. with Vice-Mayor Melissa Hunt presiding.

*Adam Webb*  
*Councilman, Ward I*

*Kathy Griffith*  
*Councilwoman, Ward I*

*Melissa Hunt*  
*Councilwoman, Ward II*

*Vacant*  
*Councilman, Ward II*

*Jason Blair*  
*Councilman, Ward III*

*Louie Williams*  
*Councilman, Ward III*

PRESENT: Griffith, Blair, Williams, Webb, Hunt

ABSENT: Lewis

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney/Risk Manager, 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 Resources Director, Christine Jolly; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Assistant Parks and Recreation Director, Whitney Wathen; Police Chief Blake Green; 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) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 4, 2023.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD NOVEMBER 7, 2023.
- C) APPROVE THE ISSUANCE OF A \$500 END-OF-YEAR STIPEND FOR ALL REGULAR AND PROBATIONARY FULL-TIME ACTIVE EMPLOYEES, AS WELL AS, ALL REGULAR PART-TIME ACTIVE EMPLOYEES RECEIVING BENEFITS AS OF DECEMBER 1, 2023; AND A \$250 END-OF-YEAR STIPEND FOR ALL OTHER ACTIVE PART-TIME EMPLOYEES AS OF DECEMBER 1, 2023 PER CITY RESOLUTION NO. 70(23).
- D) APPOINT EMILY RICHEY TO THE MOORE PLANNING COMMISSION TO SERVE THE REMAINDER OF A 3-YEAR TERM BEGINNING IN AUGUST 2023.
- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$5,799,475.73.

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

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

**Agenda Item Number 3 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1038(23) AMENDING PART 5, CHAPTER 1, ARTICLES B, C AND D BY DELETING SECTION 5-120 ALLOWING FOR EXCEPTIONS FROM BUILDING PERMIT REQUIREMENTS, ESTABLISHING INVESTIGATION PROCESS AND REQUIRED FEES FOR WORK DONE WITHOUT A BUILDING PERMIT AND UNAUTHORIZED COVER-UP WORK, AND ESTABLISHING A BUILDING BOARD OF APPEALS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER.

Chad Denson, Assistant Community Development Director, advised that Agenda Items No. 3 through 11 were companion items relating to proposed updates from the 2018 International Code series and the 2020 National Electric Code addendums and local supplements. Mr. Denson stated that the updates were necessary to address health and safety issues, resiliency, current building practices, and new materials and products in construction. Mr. Denson stated that Community Development, the Fire Marshal's office, and the constructions committee reviewed the proposed Code changes and unanimously voted to replace the 2014 National Electric Code and the 2015 ICC Series Codes with the updates.

Councilman Williams asked if the State of Oklahoma adopted the International Building Codes ("IBC"). Mr. Denson stated that in 2021 the State adopted the 2018 International Building Code. In 2022 the State adopted the 2018 International Residential Code and the 2020 National Electrical Code.

Mr. Denson summarized the proposed amendments contained in each ordinance:

Ordinance No. 1038(23) – removed out of date exceptions, established process and fees for work without a building permit, unauthorized covering, and established a Board of Appeals.

Ordinance No. 1039(23) – 2018 International Building Code and the 2018 International Residential Code. Defined term "flex space", removed local footer designs and placed responsibility on professional engineers, kept the Wind Resiliency Code that was originally adopted in 2014. He noted that big changes that will affect the residential construction but was adopted by the OUBCC the State of Oklahoma is the Manual J design for heat and air exchange to be performed and outdoor emergency electrical system installation requirements.

Ordinance No. 1040(23) – Plumbing Code. Provides more protection on the footer and distance for private service line to main and sanitary sewer backflow check system on all new construction.

Ordinance 1041(23) – Electrical Code. Prohibits aluminum wiring in residential occupancies and sleeping quarters.

Ordinance No. 1042(23) – Mechanical Code. Deals with duct work access under slabs or in attics.

Ordinance No. 1043(23) – Property Maintenance Code. Mr. Denson noted that the State has not adopted this Code since it is more of a local Code use and formalizes exterior maintenance Code requirements policy and procedure.

Ordinance No. 1044(23) – Fire Code. Regarding fire wall locations to aid fire personnel during an emergency event. Also addresses minimum size of storage units in S-1 occupancies to 2,500 square feet. Define where sprinklers are required in attic spaces.

Ordinance No. 1045(23) – Fuel/Gas Code - Updated footer protection.

Ordinance No. 1046(23) – Existing Building Code – provides scope of work on existing structures such as remodels in tenant spaces.

Mr. Denson stated that staff recommended approval of Agenda Items No. 3 through 11.

**Councilman Williams moved to approve Ordinance No. 1038(23) amending Part 5, Chapter 1, Articles B, C and D by deleting Section 5-120 allowing for exceptions from building permit requirements, establishing investigation process and required fees for work done without a building permit and unauthorized cover-up work, and establishing a building board of appeals; providing for severability and providing for repealer, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1039(23) AMENDING PART 5, CHAPTER 2, ARTICLE A, SECTIONS 5-201 THROUGH 5-210 AND PART 5, CHAPTER 2, ARTICLE D, SECTIONS 5-251 THROUGH 5-253 ADOPTING THE 2018 INTERNATIONAL BUILDING CODE AND THE 2018 INTERNATIONAL RESIDENTIAL CODE AS AMENDED AND MODIFIED BY THE OKLAHOMA UNIFORM BUILDING COMMISSION AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE DESIGN, INSTALLATION AND CONSTRUCTION OF BUILDINGS AND FOR ONE-TO-TWO FAMILY DWELLINGS WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER.

**Councilman Blair moved to approve Ordinance No. 1039(23) amending Part 5, Chapter 2, Article A, Sections 5-201 through 5-210 and Part 5, Chapter 2, Article D, Sections 5-251 through 5-253 adopting the 2018 International Building Code and the 2018 International Residential Code as amended and modified by the Oklahoma Uniform Building Commission and adopting local amendments to said code; establishing minimum regulations governing the design, installation and construction of buildings and for one-to-two family dwellings within the City; providing for severability and providing for repealer, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1040(23) AMENDING PART 5, CHAPTER 3, ARTICLE A, SECTIONS 5-301 THROUGH 5-307 ADOPTING THE 2018 INTERNATIONAL PLUMBING CODE AS AMENDED AND MODIFIED BY THE OKLAHOMA UNIFORM BUILDING COMMISSION AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE DESIGN, INSTALLATION AND CONSTRUCTION OF PLUMBING SYSTEMS WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER.

**Councilman Blair moved to approve Ordinance No. 1040(23) amending Part 5, Chapter 3, Article A, Sections 5-301 through 5-307 adopting the 2018 International Plumbing Code as amended and modified by the Oklahoma Uniform Building Commission and adopting local amendments to said code; establishing minimum regulations governing the design, installation and construction of plumbing systems within the City; providing for severability and providing for repealer, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1041(23) AMENDING PART 5, CHAPTER 4, ARTICLE A, SECTIONS 5-401 AND 5-411 ADOPTING THE 2020 NATIONAL ELECTRIC CODE AS AMENDED AND MODIFIED BY THE OKLAHOMA UNIFORM BUILDING COMMISSION AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE DESIGN, INSTALLATION AND CONSTRUCTION OF ELECTRICAL SYSTEMS WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER

**Councilman Blair moved to approve Ordinance No. 1041(23) amending Part 5, Chapter 4, Article A, Sections 5-401 and 5-411 adopting the 2020 National Electric Code as amended and modified by the Oklahoma Uniform Building Commission and adopting local amendments to said code; establishing minimum regulations governing the design, installation and construction of electrical systems within the City; providing for severability and providing for repealer, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1042(23) AMENDING PART 5, CHAPTER 5, ARTICLE A, SECTIONS 5-501 THROUGH 5-507 ADOPTING THE 2018 INTERNATIONAL MECHANICAL CODE AS AMENDED AND MODIFIED BY THE OKLAHOMA UNIFORM BUILDING COMMISSION AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE DESIGN, INSTALLATION AND CONSTRUCTION OF MECHANICAL SYSTEMS WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER.

**Councilman Blair moved to Ordinance No. 1042(23) amending Part 5, Chapter 5, Article A, Sections 5-501 through 5-507 adopting the 2018 International Mechanical Code as amended and modified by the Oklahoma Uniform Building Commission and adopting local amendments to said code; establishing minimum regulations governing the design, installation and construction of mechanical systems within the City; providing for severability and providing for repealer, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1045(23) AMENDING PART 5, CHAPTER 9, SECTIONS 5-901 THROUGH 5-902 ADOPTING THE 2018 INTERNATIONAL FUEL GAS CODE AS AMENDED AND MODIFIED BY THE OKLAHOMA UNIFORM BUILDING COMMISSION AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE DESIGN, INSTALLATION AND CONSTRUCTION OF FUEL GAS SYSTEMS WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER

**Councilman Blair moved to approve Ordinance No. 1045(23) amending Part 5, Chapter 9, Sections 5-901 through 5-902 adopting the 2018 International Fuel Gas Code as amended and modified by the Oklahoma Uniform Building Commission and adopting local amendments to said code; establishing minimum regulations governing the design, installation and construction of fuel gas systems within the City; providing for severability and providing for repealer, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1046(23) AMENDING PART 5, CHAPTER 12, SECTIONS 5-1201 THROUGH 5-1202 ADOPTING THE 2018 INTERNATIONAL EXISTING BUILDING CODE AS AMENDED AND MODIFIED BY THE OKLAHOMA UNIFORM BUILDING COMMISSION AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE DESIGN, MODIFICATION AND REMODELING OF EXISTING BUILDINGS WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER.

**Councilman Williams moved to approve Ordinance No. 1046(23) amending Part 5, Chapter 12, Sections 5-1201 through 5-1202 adopting the 2018 International Existing Building Code as amended and modified by the Oklahoma Uniform Building Commission and adopting local amendments to said code; establishing minimum regulations governing the design, modification, and remodeling of existing buildings within the City; providing for severability and providing for repealer, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1043(23) AMENDING PART 8, CHAPTER 11, ARTICLE A, SECTION 8-1105 AND ARTICLE B, SECTIONS 8-1111 THROUGH 8-1114 ADOPTING THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE ENFORCEMENT, EVALUATION, PROCEDURE AND CONSTRUCTION OF PROPERTY MAINTENANCE WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER.

**Councilman Williams moved to approve Ordinance No. 1043(23) amending Part 8, Chapter 11, Article A, Section 8-1105 and Article B, Sections 8-1111 through 8-1114 adopting the 2018 International Property Maintenance Code and adopting local amendments to said code; establishing minimum regulations governing the enforcement, evaluation, procedure and construction of property maintenance within the City; providing for severability and providing for repealer, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1044(23) AMENDING PART 13, CHAPTER 1, ARTICLE A, SECTION 13-101 AND 13-103 ADOPTING THE 2018 INTERNATIONAL FIRE CODE AS AMENDED AND MODIFIED BY THE OKLAHOMA UNIFORM BUILDING CODE COMMISSION AND ADOPTING LOCAL AMENDMENTS TO SAID CODE; ESTABLISHING MINIMUM REGULATIONS GOVERNING THE INSTALLATION AND CONSTRUCTION OF BUILDING FIRE PROTECTION WITHIN THE CITY; PROVIDING FOR SEVERABILITY AND PROVIDING FOR REPEALER

**Councilman Williams moved to approve Ordinance No. 1044(23) amending Part 13, Chapter 1, Article A, Section 13-101 and 13-103 adopting the 2018 International Fire Code as amended and modified by the Oklahoma Uniform Building Code Commission and adopting local amendments to said Code; establishing minimum regulations governing the installation and construction of building fire protection within the City; providing for severability and providing for repealer, second by Councilman Blair. Motion carried unanimously.**

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

Councilman Williams thanked staff for their hard work on the Code updates.

**Agenda Item Number 12 being:**

CONSIDER AWARDING BID NO. 2024-006 "VETERANS MEMORIAL PARK TRAIL ENHANCEMENT" TO GREENSHADE TREES, LLC IN THE AMOUNT OF \$562,209.85 AS THE LOWEST BIDDER; AND APPROVE CONTRACT FOR SAME

Sue Wood, Parks and Recreation Director, stated that the park trail enhancement was for the area south of 7<sup>th</sup> Street in Veterans Memorial Park. Ms. Wood felt that there would be little to no issue with the playground, pavilion, monuments, and parking on the north side of the park.

Councilman Webb stated that the constituents are looking forward to the park enhancement and expressed appreciation for staff's work on the project.

Councilman Blair asked if the City contracted with Greenshade Trees before. Ms. Wood advised that the company was fairly new and the first time they bid on a City project. She noted that the landscape architect did recommend them highly.

**Councilman Webb moved to award Bid No. 2024-006 "Veterans Memorial Park Trail Enhancement" to Greenshade Trees, LLC in the amount of \$562,209.85 as the lowest bidder; and approve contract for same, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 13 being:**

CONSIDER AUTHORIZING STAFF TO SOLICIT PROPOSALS FOR THE MANAGEMENT AND PROGRAMMING OF RECREATIONAL YOUTH BASEBALL ACTIVITIES TO BE HELD AT BUCK THOMAS PARK FOR THE 2024 LEAGUE AND TOURNAMENT SEASON.

Sue Wood, Parks and Recreation Director, stated that staff had been having issues on compliance with the 2022 field lease agreement. Therefore, staff was requesting authorization to solicit proposals for the management and reorganization of the Moore Youth Baseball Association ("MYBA") program.

Councilman Blair asked if a committee would review the bid proposals. Brooks Mitchell, City Manager, stated that staff would review the proposals before consideration by the Parks Board and the City Council.

Kenneth Crawford stated that he is the Vice-President for Oklahoma Little League International, the President of the Brian Crawford Memorial Foundation, and Director for BCM Sports. Mr. Crawford advised that he has a Master's Degree in Sports Administration and a Bachelor's Degree in Education. He is a retired firefighter and Chief Officer at Tinker Air Force Base. He has been a volunteer working with kids for 20 years. Mr. Crawford stated that he grew up in Moore, would love to work in partnership with the City of Moore, and would be submitting a proposal. He felt that everyone should come together as adults and provide leadership for the kids. The Council thanked Mr. Crawford for his comments.

Kacee Coberly stated that he is a volunteer coordinator with MYBA. He felt there was communication issues particularly since the recent resignation of the President and the restructuring of their Board. Councilman Blair confirmed that after restructuring their Board they will be able to submit a proposal for management of the MYBA.

Patrice Williams, 1061 NW 6<sup>th</sup>, stated that meetings were held in the past week but no information was shared on Facebook or the MYBA website about the meeting. She felt that things should be done correctly and out in the open.

**Councilman Blair moved to authorize staff to solicit proposals for the management and programming of recreational youth baseball activities to be held at Buck Thomas Park for the 2024 league and tournament season, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 14 being:**

CONSIDER APPROVAL OF A BUDGET AMENDMENT TO PROVIDE FOR PURCHASE OF PROPERTY AT 2001 N. MOORE (PURCHASE AUTHORIZED BY COUNCIL ON SEPTEMBER 18, 2023), INCREASE BUDGET FOR ADDITIONAL GRANTS AND DONATIONS RECEIVED DURING FY 2024, CARRYOVER BALANCE OF PRIOR YEAR EQUIPMENT PER FIRE UNION CONTRACT, AND INCREASE SOFTBALL IMPROVEMENTS BUDGET TO UTILIZE PRIOR YEAR COLLECTIONS.

John Parker, Finance Director, stated that staff was unaware of additional grant monies or donations during FY 2024 budget preparation and approval. The proposed budget amendment will make allowances for those items, as well as purchases recently authorized by the City Council.

**Councilman Williams moved to approve a budget amendment to provide for purchase of property at 2001 N. Moore (purchase authorized by Council on September 18, 2023), increase budget for additional grants and donations received during FY 2024, carryover balance of prior year equipment per Fire union contract, and increase softball improvements budget to utilize prior year collections, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 15 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH TEIM DESIGN, PLLC IN THE AMOUNT OF \$244,240 FOR PROFESSIONAL ENGINEERING SERVICES FOR THE N.W. 27<sup>TH</sup> STREET RECONSTRUCTION PROJECT FROM HILLCREST AVENUE EXTENDING EAST TO THE I-35 SERVICE ROAD.

Jerry Ihler, Assistant City Manager, stated that Agenda Items No. 15, 16 and 17 were companion items related to retaining design consultants for design only projects approved as part of the 2023 G.O. Bond issue approved by the voters on November 14, 2023.

Mr. Ihler stated that the proposed agreement with Teim Design in the amount of \$244,240 was for engineering services for the NW 27<sup>th</sup> Street reconstruction project from Hillcrest Avenue east to the I-35 Service Road.



**Councilman Webb moved to approve an Agreement with TEIM Design, PLLC in the amount of \$244,240 for professional engineering services for the N.W. 27<sup>th</sup> Street Reconstruction Project from Hillcrest Avenue extending east to the I-35 Service Road, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 16 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH GARVER, LLC IN THE AMOUNT OF \$453,924 FOR PROFESSIONAL ENGINEERING SERVICES FOR THE EASTERN AVENUE RECONSTRUCTION PROJECT FROM NE 12<sup>TH</sup> STREET TO NE 27<sup>TH</sup> STREET.

Jerry Ihler, Assistant City Manager, stated that the proposed agreement with Garver in the amount of \$453,924 would extend a previously approved reconstruction project designed by Garver on Eastern Avenue from SE 4<sup>th</sup> Street through the intersection of NE 12<sup>th</sup> Street. This project continues north on Eastern from NE 12<sup>th</sup> Street through NE 27<sup>th</sup> Street.

**Councilman Blair moved to approve an Agreement with Garver, LLC in the amount of \$453,924 for professional engineering services for the Eastern Avenue Reconstruction Project from NE 12<sup>th</sup> Street to NE 27<sup>th</sup> Street, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 17 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH OLSSON INC. IN THE AMOUNT OF \$550,825 FOR PROFESSIONAL ENGINEERING SERVICES FOR THE N.E. 27<sup>TH</sup> STREET RECONSTRUCTION PROJECT FROM EASTERN AVENUE EXTENDING WEST TO THE I-35 SERVICE ROAD.

**Councilman Blair moved to approve an Agreement with Olsson Inc. in the amount of \$550,825 for professional engineering services for the N.E. 27<sup>th</sup> Street Reconstruction Project from Eastern Avenue extending west to the I-35 Service Road, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 18 being:**

CONSIDER AWARDDING A CONTRACT IN THE AMOUNT OF \$83,549.85 WITH JOHN A. MARSHALL COMPANY, UTILIZING OMNIA PARTNERS, A GOVERNMENT PURCHASING CO-OP, FOR FURNITURE FOR THE NEW MOORE ANIMAL ADOPTION CENTER.

Jerry Ihler, Assistant City Manager, stated the proposed contract was for the purchase of items such as chairs, desks, cabinets, and benches for the new Animal Shelter. Councilman Blair asked about the item

included the purchase of kennels. Mr. Ihler advised that the purchase of kennels was previously approved and purchased with delivery anticipated around the first or second week of January. Installation was expected to take an additional three weeks.

**Councilman Williams moved award a contract in the amount of \$83,549.85 with John A. Marshall Company, utilizing OMNIA Partners, a government purchasing co-op, for furniture for the new Moore Animal Adoption Center, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 19 being:**

CONSIDER APPROVAL OF A RENEWAL APPLICATION FOR STOP-LOSS INSURANCE WITH IRONSHORE INDEMNITY INC., TO BE ADMINISTERED BY ASSURED BENEFITS ADMINISTRATORS, INC., EFFECTIVE JANUARY 1, 2024 THROUGH JANUARY 1, 2025.

Christine Jolly, Human Resources Director, advised that in December 2021 the City Council approved a change in the City's Health Insurance Stop-Loss Carrier to Dallas Risk Management Ironshore Indemnity to be administered by Assured Benefits Administrators, Inc. Ms. Jolly requested approval of the proposed agreement renewal with Ironshore Indemnity, Inc. Gallagher, the City's benefit consultants, was able to negotiate a renewal for 2024 which reduces the expected annual spend on stop-loss by around 4%, or just over \$269,000, through an increase in the City's specific deductible from \$125,000 to \$135,000.

**Councilman Williams moved to a renewal Application for Stop-Loss Insurance with Ironshore Indemnity Inc., to be administered by Assured Benefits Administrators, Inc., effective January 1, 2024 through January 1, 2025, second by Councilwoman Griffith. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 7:02 P.M.**

**Agenda Item Number 20 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 4, 2023.
- B) RATIFY ACTION OF THE CITY COUNCIL REGARDING RENEWAL APPLICATION FOR STOP-LOSS INSURANCE WITH IRONSHORE INDEMNITY, INC. TO BE ADMINISTERED BY ASSURED BENEFITS ADMINISTRATORS, INC., EFFECTIVE JANUARY 1, 2024 THROUGH JANUARY 1, 2025.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$715,803.71.

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

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

**Agenda Item Number 21 being:**

CONSIDER APPROVAL OF AN EXCESS PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY POLICY WITH INDIAN HARBOR INSURANCE COMPANY IN THE AMOUNT OF \$49,580.44 WITH GLENN HARRIS AND ASSOCIATES AS AGENT.

Brian Miller, Risk Manager, stated that the proposed item was for the City’s Excess Public Officials and Employment Practices Liability Policy. Glenn Harris and Associates, the City’s insurance agent, shopped the market and found that Indian Harbor Insurance Company offered the best premium in the amount of \$49,580.44 for the same level of coverage. Last year the premium with Hudson Insurance was \$42,342; however, Hudson Insurance no longer writes this type of policy. Mr. Miller advised that Greg Finch with Glenn Harris and Associates was in attendance and available for questions.

**Trustee Williams moved to approve an Excess Public Officials and Employment Practices Liability policy with Indian Harbor Insurance Company in the amount of \$49,580.44 with Glenn Harris and Associates as agent, second by Trustee Blair. Motion carried unanimously.**

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

**Agenda Item Number 22 being:**

CONSIDER APPROVAL OF A PROPERTY AND CONTENTS INSURANCE POLICY THROUGH OMAG, EXCESS PROPERTY AND CONTENTS POLICY THROUGH HOMELAND INSURANCE COMPANY OF NEW YORK, EXCESS FLOOD INSURANCE POLICY THROUGH VOYAGER INDEMNITY INSURANCE COMPANY, CYBER INSURANCE THROUGH UNDERWRITERS AT LLOYD’S, AND PHYSICAL DAMAGE COVERAGE FOR THE CITY’S SANITATION TRUCKS, FIRE TRUCKS, AND MOBILE COMMAND UNIT, THROUGH RLI, WITH A TOTAL PREMIUM AMOUNT FOR ALL POLICIES IN THE AMOUNT OF \$851,417.02 WITH RUSSELL HOLLINGSWORTH OF DILLINGHAM INSURANCE AS AGENT.

Brian Miller, Risk Manager, stated that the item was for renewal of the City’s property insurance which consists of cyber insurance, equipment floater for sanitation trucks and fire engines, excess flood insurance, and primary property insurance. Mr. Miller noted that following preparation of the agenda work continued on the modification of the policies to ensure the City was obtaining the best rates.

Mr. Miller advised that there was a suggested change in the agenda language following the new premium comparison. The total premium amount on all policies was \$877,002.02. Mr. Miller stated that renewal on the primary property insurance with OMAG went up from \$351,317 last year to \$446,856. The excess property insurance premium went from \$50,000 to \$166,000. This year there are two insurance companies covering our excess property. The excess flood insurance premium for certain higher risk properties remained steady at \$44,061.02. The equipment floater on sanitation trucks, fire trucks and the mobile command vehicle went up from \$66,000 to \$118,694 (with a deductible of \$50,000) due to the recent purchase of new sanitation trucks and three claims filed over the last few years. The premium for Cyber insurance remained the same at \$50,000 with the same coverage. Mr. Miller noted that staff

anticipated a \$40,000 rebate in February or March due to no property claims being filed. He advised that Russell Hollingsworth of Dillingham Insurance was in attendance to answer any questions.

**Trustee Williams moved to amend the the total premium amount for all the policies from \$851,417.02 to \$877,002.02, second by Trustee Webb. Motion carried unanimously.**

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

**Trustee Williams moved to approve Agenda Item No. 22 as amended, second by Trustee Webb. Motion carried by majority vote.**

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:08 P.M.**

**Agenda Item Number 23 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 4, 2023
- B) APPROVE PAYMENT OF A WORKER'S COMPENSATION SETTLEMENT IN THE AMOUNT OF \$20,736 FOR CBR NO. 2050001032 TO JOSHUA TRENT; AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- C) APPROVE PAYMENT OF A WORKER'S COMPENSATION SETTLEMENT IN THE AMOUNT OF \$15,840 FOR CBR NO. 2050001103 TO ERNEST LOCKETT; AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$312,627.20.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 7:09 P.M.**

**Agenda Item Number 24 being:**

ROLL CALL

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

**Agenda Item Number 25 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD NOVEMBER 20, 2023.

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

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH VICE-MAYOR MELISSA HUNT PRESIDING AT 7:12 P.M.**

**Agenda Item Number 26 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.

There were no items from the City Council/Trustees.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that a letter was received from the Oklahoma Association of Chiefs of Police expressing their appreciation for the donation of body armor. Mr. Mitchell stated that he was a judge for the American Legion speech contest for Moore High School students. He noted that the winner has a chance to win a \$25,000 scholarship at nationals.

**Agenda Item Number 27 being:**

EXECUTIVE SESSION:

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION IN PENDING LITIGATION STYLED JEFF CLOUD PLLC V. CITY OF MOORE, CASE NO. CJ-2023-1481; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY, AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).

- B) DISCUSS AND CONSIDER THE ACQUISITION OF PROPERTY, KNOWN AS DONNA'S RAZOR CUTS LOCATED AT 209 SE 4TH, RELATED TO THE CONSTRUCTION AND MAINTENANCE OF THE SE 4<sup>TH</sup> STREET RAILROAD UNDERPASS PROJECT; AND AUTHORIZATION FOR STAFF TO PROCEED AS DIRECTED IN EXECUTIVE SESSION AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).

- C) CONVENE INTO EXECUTIVE SESSION

**Councilman Blair moved to convene into executive session, second by Councilman Williams. Motion carried unanimously.**

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

**The City Council convened into executive session at 7:13 p.m.**

- D) RECONVENE FROM EXECUTIVE SESSION

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

**The City Council reconvened from executive session at 7:41 p.m.**

- E) ACTION

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION IN PENDING LITIGATION STYLED JEFF CLOUD PLLC V. CITY OF MOORE, CASE NO. CJ-2023-1481; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY, AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).

**Councilman Williams moved to authorize staff to proceed as directed in executive session regarding pending litigation styled Jeff Cloud PLLC v. City of Moore, Case No. CJ-2023-1481, second by Councilman Blair. Motion carried unanimously.**

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

- B) DISCUSS AND CONSIDER THE ACQUISITION OF PROPERTY, KNOWN AS DONNA'S RAZOR CUTS LOCATED AT 209 SE 4TH, RELATED TO THE CONSTRUCTION AND MAINTENANCE OF THE SE 4<sup>TH</sup> STREET RAILROAD UNDERPASS PROJECT; AND AUTHORIZATION FOR STAFF TO PROCEED AS DIRECTED IN EXECUTIVE SESSION AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).

**Councilman Blair moved to direct staff to proceed as directed in executive session regarding acquisition of property, known as Donna’s Razor Cuts located at 209 SE 4th, related to the construction and maintenance of the SE 4<sup>th</sup> Street Railroad Underpass Project, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 28 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 7:43 p.m.**

TRANSCRIBED BY:

\_\_\_\_\_  
RHONDA BAXTER, Executive Assistant

FOR:

\_\_\_\_\_  
KATHY GRIFFITH, MPWA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

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