

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
JUNE 3, 2024 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on June 3, 2024 at 6:30 p.m. with Mayor Mark Hamm presiding.

Adam Webb
Councilman, Ward I

Kathy Griffith
Councilwoman, Ward I

Melissa Hunt
Councilwoman, Ward II

Rob Clark
Councilman, Ward II

Jason Blair
Councilman, Ward III

Louie Williams
Councilman, Ward III

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

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; Deputy Fire Chief Ryan Marlar; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Human Resource Director, Christine Jolly; Network Technician, Thomas Farrar; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Sergeant David Dickinson; Public Affairs Director, Deidre Ebrey; Public Works Director, Tony Mensah; and Veolia Water Project Manager, Robert Pistole.

Mayor Hamm presented a proclamation to Whitney Wathen, Assistant Parks and Recreation Director, declaring July as "Parks and Recreation Month" in the City of Moore.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MAY 20, 2024.
- B) APPROVE CITY MANAGER'S EMPLOYMENT CONTRACT.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$3,481,693.08.

Councilwoman Hunt moved to approve Consent Docket Items A-C, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 3 being:

CONSIDER APPROVAL OF THE FY 2023-2024 ANNUAL BUDGET AND ADOPT RESOLUTION NO. 76(24).

Brooks Mitchell, City Manager, stated that the FY 2025 budget anticipates \$36.1 million in sales tax revenue and \$6.2 million in use tax revenue which are similar to current fiscal year revenues. Mr. Mitchell advised that the budgeted capital outlay for the General Fund is \$1,823,032. New positions include a Building Inspector, Inspections Clerk, two Dispatchers paid from the General Fund, and one Dispatcher and an Emergency Communications Training Officer paid from 911 funds. The General Fund also includes a \$250,000 contingency fund. The City will receive a Cyber Security grant in the amount of \$890,000 to replace cameras and DVRs in the City buildings. Hotel/Motel tax will fund drainage projects in the Buck Thomas and Little River Parks, parking lot replacement in Kiwanis Park, and the installation of playground equipment at the neighborhood park located at 5th and Markwell. The 1/8 cent sales tax will fund waterline relocations for the G.O. Bond projects approved by the voters in November 2023 to include the replacement of a waterline crossing I-35 south of 34th Street, a waterline at NE 3rd and Turner, and a waterline in the Southgate Addition. The 1/2 cent sales tax will fund capital outlay projects totaling \$1,364,300 for Police, Fire, and Emergency Management.

Mr. Mitchell advised that the MPWA budget includes capital outlay of \$1,179,689 for two new sanitation trucks and routing software. The MPWA also contains a \$400,000 contingency fund. The budget includes borrowing \$5 million to purchase land in and adjacent to Cleveland Heights, the expansion of Fire Station 1, the remodel of City Hall, and the initial design for a public safety facility.

Mr. Mitchell advised that he and John Parker, Finance Director, met with each council member individually to discuss the budget. No comments were received at a public meeting scheduled for May 6, 2024. Mr. Mitchell recommended approval of the proposed budget in the total amount of \$129,495,368.

Councilman Williams moved to approve the FY 2023-2024 annual budget and adopt Resolution No. 76(24), second by Councilman Blair. Motion carried unanimously.

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

Mayor Hamm thanked the City Manager and department heads for the work they put into the budget.

Agenda Item Number 4 being:

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF BATTERY POWERED AMKUS EXTRICATION EQUIPMENT TO BE PLACED ON THE NEW RESCUE SQUAD IN THE AMOUNT OF \$42,331 FROM DAVENPORT FIRE EQUIPMENT SALES AS THE LOWEST QUOTE.

Deputy Chief Ryan Marlar stated that the proposed budgeted purchase is for battery powered extrication equipment for the rescue squad. He advised that the equipment is equipped with rechargeable batteries and would be more mobile than the current equipment that is gasoline powered with hydraulic hoses.

Councilman Blair moved to authorize the budgeted purchase of battery powered Amkus extrication equipment to be placed on the new rescue squad in the amount of \$42,331 from Davenport Fire Equipment Sales as the lowest quote, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER APPROVAL OF A CONTRACT RENEWAL WITH TWO OAKS INVESTMENTS, LLC, D/B/A CONSOLIDATED BENEFITS RESOURCES ("CBR") TO PROVIDE WORKERS COMPENSATION CLAIMS ADMINISTRATION IN THE AMOUNT OF \$2,000 PER MONTH.

Brian Miller, Risk Manager, requested approval of a contract renewal with Consolidated Benefits Resources also known as "CBR" who handles the City's workers compensation claims. The contract contains expanded services to include providing case managers in cases recommended by the City. The case managers will follow up with appointments and assist with referrals to specialists. In previous years the contract amount has been \$1,700 per month but will be \$2,000 per month to provide for the new services.

Councilman Blair moved to approve a contract renewal with Two Oaks Investments, LLC, d/b/a Consolidated Benefits Resources ("CBR") to provide workers compensation claims administration in the amount of \$2,000 per month, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER DECLARING SIX (6) MOWERS, ONE (1) TRACTOR, AND ONE (1) GOOSENECK TRAILER, MORE PARTICULARLY DESCRIBED IN EXHIBIT "A", AS SURPLUS.

Sue Wood, Parks and Recreation Director, advised that the surplus equipment itemized in Exhibit A in the agenda packet has been replaced with newer equipment. Ms. Woods stated that staff was requesting authorization for the equipment to be declared as surplus and auctioned off.

Councilwoman Hunt moved to declare six (6) mowers, one (1) tractor, and one (1) gooseneck trailer, more particularly described in Exhibit "A", as surplus, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A CONTRACT WITH HANDY-DANDY HANDYMAN, LLC FOR RESTORATION OF THE POND LOCATED AT N. 27TH STREET AND SHIELDS BLVD. IN THE TOTAL AMOUNT OF \$21,100 AS THE LOWEST QUOTE.

Sue Wood, Parks and Recreation Director, stated that the quote was for restoration of the ponds located at N. 27th Street and Shields Blvd. included removing the pond liner, removing and cleaning the rocks, completely cleaning the area, and reconstructing the pond to make it look and perform better.

Councilman Blair moved to approve a contract with Handy-Dandy Handyman, LLC for restoration of the pond located at N. 27th Street and Shields Blvd. in the total amount of \$21,100 as the lowest quote, second by Councilman Williams. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:41 P.M.

Agenda Item Number 8 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MAY 20, 2024.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$333,920.72.

Trustee Blair moved to approve Consent Docket Items A-B, second by Trustee Griffith. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF THE FY 2024-2025 ANNUAL BUDGET AND ADOPT RESOLUTION NO. 268(24).

Trustee Williams moved to approve the FY 2024-2025 annual budget and adopt Resolution No. 268(24), second by Trustee Blair. Motion carried unanimously.

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:42 P.M.

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MAY 20, 2024.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$256,934.10.

Trustee Blair moved to approve Consent Docket Items No. A-B, second by Trustee Clark. Motion carried unanimously.

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR MARK HAMM PRESIDING AT 6:43 P.M.

Agenda Item Number 11 being:

NEW BUSINESS:

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

John Phipps, 1121 Bronze Medal Road, wanted to discuss noise and traffic issues caused by the increased services being offered at Buck Thomas Park. Mr. Phipps stated that he lives across the street and there is no signage notifying patrons of park hours and the lights doesn't go off until 2:00 a.m. He stated he understood that some of it is tied to the sports leagues that have games at the park. He said that the officers who have responded to his calls have been helpful in making suggestions that might make it easier in dealing with the situation such as adding speed bumps to curtail speeding, erecting signs informing patrons of park hours, noise ordinance, and rules of the park. He also felt that making changes in the hours the park is lit would be helpful. Councilman Hunt asked if the lights are on timers. Mr. Phipps stated that he thought the lights are likely on a timer; however, they don't appear to be synchronized. Councilman Williams suggested that Sue Wood, Parks and Recreation Director, discuss Mr. Phipps concerns with her staff and present some recommendations to Council on how to remedy the situation.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Mayor Hamm gave a short update on the Eastern Avenue road project between SE 4th and SE 19th. He stated that concrete has been poured and, weather permitting, striping should occur next week at which time the road can be reopened to traffic. He noted that there may be periodic lane closures while work continues on sidewalks and other small items. Mayor Hamm commented that he appreciated everyone's patience while the project was completed since there have been challenges and delays.

Mayor Hamm announced that Chief Todd Gibson was named "Chief of the Year" for 2024 for large cities by the Oklahoma Association of Chiefs of Police. He congratulated Chief Gibson and stated that the City was pleased to have him leading the men and woman working for the Moore Police Department.

He also announced that the Moore American Legion hosted a Veterans Memorial Day Ceremony at Veteran's Park on May 27, 2024. Mayor Hamm and Councilwoman Griffith attended to say a few words and felt it was a wonderful event. He thanked the Parks and Recreation Department for their assistance during preparation for the event.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, thanked the department heads for their assistance during preparation of the FY 25 budget. Mr. Mitchell announced that effective July 1, 2024 Deidre Ebrey will be promoted to an Assistant City Manager.

Agenda Item Number 12 being:

EXECUTIVE SESSION:

- A) 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 4TH STREET RAILROAD UNDERPASS PROJECT; AND AUTHORIZATION FOR STAFF TO PROCEED AS DIRECTED IN EXECUTIVE SESSION AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).
- B) CONVENE INTO EXECUTIVE SESSION

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

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

The City Council convened into executive session at 6:53 p.m.

- C) RECONVENE FROM EXECUTIVE SESSION

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

The City Council reconvened from executive session at 7:15 p.m.

- D) ACTION

- A) 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 4TH STREET RAILROAD UNDERPASS PROJECT; AND AUTHORIZATION FOR STAFF TO PROCEED AS DIRECTED IN EXECUTIVE SESSION AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3).

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

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

Agenda Item Number 13 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:16 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