

**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
JULY 21, 2025 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma, July 21, 2025 at 6:30 p.m. with Mayor Mark Hamm presiding.

Adam Webb
Councilman, Ward I

Kathy Griffith
Councilwoman, Ward I

Melissa Porter, Williams, Webb
Councilwoman, Ward II

Rob Clark
Councilman, Ward II

Sid Porter
Councilman, Ward III

Louie Williams
Councilman, Ward III

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

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; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Ryan Marlar; Human Resources Director, Christine Jolly; Parks and Recreation Director, Sue Wood; Information Technology Director, David Thompson; Police Chief Todd Gibson; Police Officer, Elexa Sanders; Project-Grants Manager, Kahley Gilbert; Public Affairs Director/Assistant City Manager, Deidre Ebrey; Public Works Director, Dennis Bothell; 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 JULY 7, 2025.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD MAY 6, 2025.
- C) ACCEPT 250 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT FROM GREAT PLAINS NATIONAL BANK FOR CONSTRUCTION OF THE TELEPHONE ROAD (SW 19TH STREET TO SW 34TH STREET) PROJECT.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$3,212,327.76 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$169,860.53.

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

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

Agenda Item Number 3 being:

CONSIDER ACTION, RECEIVE BIDS, AND CONSIDER FOR APPROVAL OR REJECTION, RESOLUTION NO. 113(25) AWARDING \$9,450,000 CITY OF MOORE, OKLAHOMA GENERAL OBLIGATION BONDS OF 2025 TO BIDDER WHOSE BID IS DETERMINED TO OFFER THE LOWEST INTEREST COST.

Brooks Mitchell, City Manager, advised that Agenda Items No. 3, 4 and 5 are companion items related to the bid and issuance of the 2023 General Obligation bonds. Mr. Mitchell advised that the City's bond counsel and financial advisor are in attendance to answer any questions.

Councilman Clark moved to adopt Resolution No. 113(25) awarding \$9,450,000 City of Moore, Oklahoma General Obligation Bonds of 2025 to bidder whose bid is determined to offer the lowest interest cost, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER ACTION, APPROVAL OR REJECTION, OF RESOLUTION NO. 114(25) PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS OF 2025 IN THE SUM OF \$9,450,000 BY THE CITY OF MOORE, OKLAHOMA AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE ON NOVEMBER 14, 2023; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; PROVIDING LEVY OF AN ANNUAL TAX FOR PAYMENT OF PRINCIPAL AND INTEREST ON SAME; AND FIXING OTHER DETAILS OF THE ISSUE

Councilwoman Hunt moved to adopt Resolution No. 114(25) providing for the issuance of General Obligation Bonds of 2025 in the sum of \$9,450,000 by the City of Moore, Oklahoma authorized at an election duly called and held for such purpose on November 14, 2023; prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for payment of principal and interest on same; and fixing other details of the issue, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER ACTION, APPROVAL OR REJECTION OF EMPLOYMENT AGREEMENTS FOR FINANCIAL ADVISOR AND BOND COUNSEL PERTAINING TO THE ISSUANCE OF THE GENERAL OBLIGATION BONDS OF 2025 BY THE CITY OF MOORE, OKLAHOMA.

Brooks Mitchell, City Manager, advised the proposed employment agreements for bond counsel and financial advisor services are the same type of agreement submitted following the issuance of General Obligation bonds.

Councilwoman Griffith moved to approve Employment Agreements for Financial Advisor and Bond Counsel pertaining to the issuance of the General Obligation Bonds of 2025 by the City of Moore, Oklahoma, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER A ONE-YEAR RENEWAL OF A CONTRACT WITH NEXTECH WITH MIRANDA FAMILY LIGHTS IN THE AMOUNT OF \$22,400.00 FOR THE DESIGN AND IMPLEMENTATION OF THE SEASONAL CHRISTMAS LIGHT SHOW AT THE STATION IN CENTRAL PARK.

Sue Wood, Parks and Recreation Director, stated that the proposed contract is for the annual digital Christmas light show displayed on the east side of The Station from Thanksgiving through New Year's Day.

Councilwoman Griffith asked if the show is different each year. Ms. Wood advised that the contract being considered is for the design and implementation of a new program that will be displayed using the City's equipment.

Councilwoman Griffith moved to approve a one-year renewal of a contract with NexTech with Miranda Family Lights in the amount of \$22,400.00 for the design and implementation of the seasonal Christmas Light Show at the Station in Central Park, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER RESOLUTION NO. 112(25) ADOPTING THE 2025- 2029 FIVE-YEAR CONSOLIDATED PLAN, INCLUDING THE 2025-2026 PROGRAM YEAR ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AND AUTHORIZING THE MAYOR TO SUBMIT THE PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

Kahley Gilbert, Project-Grants Manager, advised that the Consolidated Plan is updated every five years as a requirement of the Community Development Block Grant ("CDBG") received from the U.S. Department of Housing and Urban Development. To create an Action Plan a Community Needs Survey was published online to gather public input which resulted in 305 responses. Staff also contacted 38 public service agencies to gather information regarding what their agencies identified as community needs and received 11 responses. Ms. Gilbert indicated that the top priority needs as determined from the responses include public services, public improvements, housing rehabilitation, and home ownership assistance. The Consolidated Plan also includes the 2025-2026 Program Year Action Plan. The total allocation was \$354,545 with the proposed budget listed below.

2025 ACTION PLAN ALLOCATION

General Administration		\$65,409.00
Metropolitan Fair Housing Services	Fair Housing Services	5,500.00
Aging Services	Home-delivered meals for seniors	21,181.75
Central OK Community Action Agency	Utility assistance	5,000.00
St. Vincent De Paul	Utility and rental assistance	5,000.00
Moore Youth and Family PASS	Early Intervention Program	6,000.00
Moore Youth and Family School Program	First-Time Offender Program	6,000.00
Mary Abbott Children's House	Forensic interviews for children	5,000.00
First United Methodist Church	Food Pantry	5,000.00
Crestmoor Heights Sewer Rehabilitation	Sewer improvement project on Eastern Ave. from NE 11 th to Century Drive	230,454.25
TOTAL ALLOCATION:		\$354,545.00

Mayor Hamm expressed his appreciation to Ms. Gilbert and the committee for working through the difficult process of collecting information and determining needs since there are always more needs than available funding.

Councilwoman Hunt moved to approve Resolution No. 112(25) adopting the 2025-2029 Five-Year Consolidated Plan, including the 2025-2026 program year Action Plan for the Community Development Block Grant program, and authorizing the Mayor to submit the plan to the U.S. Department of Housing and Urban Development, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR A SENIOR COURT CLERK IN THE MUNICIPAL COURT IN THE LEGAL DEPARTMENT AT THE PUBLIC SAFETY CENTER AND ASSIGN IT TO PAY GRADE 110 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 AND IN ACCORDANCE WITH THE BUDGET APPROVED BY CITY COUNCIL FOR FISCAL YEAR 25-26.

Brian Miller, City Attorney, stated that legal department is requesting approval of a new job description for Senior Court Clerk in the Municipal Court division. New job duties include providing advanced administrative support, coordinating court activities, serving as a lead worker, and serving as the Acting Municipal Court Supervisor when the Municipal Court Supervisor is on vacation or sick. This would allow the Acting Municipal Court Supervisor all of the necessary permissions and approvals to perform those job duties. He added that the position would be assigned to pay grade 110 of the City's salary table.

Councilman Clark moved to approve a new job description for a Senior Court Clerk in the Municipal Court in the Legal Department at the Public Safety Center, and assign it to Pay Grade 110 of the salary table approved by City Council on June 20, 2016 and in accordance with the budget approved by City Council for Fiscal Year 25-26, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER ORDINANCE NO. 1066(25) AMENDING PART 7, CHAPTER 5, SECTION 7-502 OF THE MOORE MUNICIPAL CODE BY AMENDING THE DEFINITION OF A "PERMANENT RESIDENT" BY ADDING MOORE RESIDENCY TO THE DEFINITION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR A REPEALER.

Brian Miller, City Attorney, advised that Ordinance No. 1066(25) is an amendment to the City's Hotel Motel Tax exceptions. One of the exceptions is a "permanent resident." Mr. Miller felt that there should be additional clarification to the definition of a permanent resident. Currently it is someone who occupies a hotel room for 30 or more consecutive days. The ordinance would define a permanent resident as a resident of Moore who can provide proof of residency to qualify them as having an exception to the hotel/motel tax.

Councilwoman Griffith moved to approve Ordinance No. 1066(25) amending Part 7, Chapter 5, Section 7-502 of the Moore Municipal Code by amending the definition of a "permanent resident" by adding Moore residency to the definition; providing for severability; and providing for a repealer, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER DECLARING FOUR VEHICLES, MORE PARTICULARLY DESCRIBED IN EXHIBIT "A", AS SURPLUS.

Dennis Bothell, Public Works Director, advised that the four vehicles requested to be declared as surplus are police vehicles that are no longer needed. Mr. Bothell was requesting authorization to place the vehicles for sale by public auction.

Councilwoman Griffith moved to declare four vehicles, more particularly described in Exhibit "A", as surplus, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 11 being:

CONSIDER AUTHORIZING THE PURCHASE OF GRAYKEY FORENSICS SOFTWARE FROM MAGNET FORENSICS IN THE AMOUNT OF \$58,184, USING CLEVELAND COUNTY JUSTICE AUTHORITY GRANT FUNDS, FOR MULTI-JURISDICTIONAL USE IN CONJUNCTION WITH THE NORMAN POLICE DEPARTMENT, CLEVELAND COUNTY DISTRICT ATTORNEY'S OFFICE, AND THE CLEVELAND COUNTY SHERIFF'S OFFICE.

Police Chief Todd Gibson advised that this request is part of the partnership with the Mary Abbott House and law enforcement partners that work to protect children in the county and specifically in our community. Chief Gibson stated that the cost of the purchase was historically divided among the law enforcement agencies; however, with assistance from Cleveland County Commissioners, Rod Cleveland, Jacob McHughes, and Rusty Grissom and staff he was able to negotiate assistance from the Cleveland County Justice Authority to pay for the entire purchase for all the law enforcement agencies.

Mayor Hamm expressed appreciation for the work that was done to obtain the grant.

Councilwoman Hunt moved to authorize the purchase of GrayKey forensics software from Magnet Forensics in the amount of \$58,184, using Cleveland County Justice Authority grant funds, for multi-jurisdictional use in conjunction with the Norman Police Department, Cleveland County District Attorney's Office, and the Cleveland County Sheriff's office, second by Councilwoman Griffith. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:44 P.M.

Agenda Item Number 12 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JULY 7, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$840,885.66 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$786,817.26.

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

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:45 P.M.

Agenda Item Number 13 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JULY 7, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$293,449.65.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 6:45 P.M. WITH COUNCILWOMAN KATHY GRIFFITH PRESIDING:

Agenda Item Number 14 being:

ROLL CALL

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

Agenda Item Number 15 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JUNE 16, 2025.

Trustee Hunt moved to approve Consent Docket Item A, second by Trustee Clark. Motion carried unanimously.

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:46 P.M. WITH MAYOR MARK HAMM PRESIDING:

Agenda Item Number 16 being:

NEW BUSINESS:

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

Celinda Ferguson, 14008 S. Brookline Avenue, Oklahoma City, 73170, requested installation of cameras in the Moore Cemetery due to the theft of flowers from her husband's monument and those of his parents three times during the first three weeks in July. Mayor Hamm stated that he would visit with Brooks Mitchell, City Manager, after the meeting to determine what needed to be done about the situation.

Patrice Williams, 1061 NW 6th, stated that she and her mother Linda Howard, 3115 S. Broadway had previously appeared before Council to express concern that the Broadway street widening project would cause the roadway to be located very close to her mother's front door. Ms. Williams felt that exact data should be made available on the location of the roadway.

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

There were no items from the City Council.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that he will be attending the CMAO conference in Lawton on Wednesday and Thursday and will be at an event at Tinker AFB on Friday.

Mayor Hamm announced that the Moore Chamber of Commerce will host a State of the City address on July 24, 2025 at The Station at Central Park.

Agenda Item Number 17 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 6:51 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ADAM WEBB, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2025.

ATTEST:

VANESSA KEMP, City Clerk