

**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  
FEBRUARY 20, 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 February 20, 2024 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, Williams, Webb, Hunt

ABSENT: Blair, 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; Finance Director, John Parker; Fire Chief Greg Herbster; Human Resources Director, Christine Jolly; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Sergeant Becky Miller; Project Grants Manager, Kahley Gilbert; Public Affairs Director, Deidre Ebrey; Public Works Director, Tony Mensah; and Supervisor for Animal Control, John Fryrear.

Presentation of the FBI-LEEDA Agency Trilogy Award to the Moore Police Department by Chief Operating Officer Michael Robinson. Mr. Robinson stated that FBI-LEEDA presents this distinguished award to law enforcement agencies across the country whose entire command staff have completed the FBI-LEEDA Trilogy Leadership Series. The series contains three of their flagship courses: Supervisor Leadership Institute, Command Leadership Institute, and the Executive Leadership Institute. In 2023, the year the Moore Police Department completed the series, only 49 agencies across the country and 7 agencies within the State of Oklahoma received the Agency Trilogy Award. Since the inception of the Agency Trilogy Award there have been 122 recipients. Mr. Robinson presented the FBI-LEEDA Trilogy Award and his congratulations to Chief Todd Gibson, Deputy Chief Blake Green, Major Ted Belling, Major Kyle Dudley, Captain Kevin Brown, Captain Kyle Johnson, Captain Christopher Maddox, Captain David Seay, Captain Wesley Yost. Chief Gibson stated that he appreciated the support received from City staff, leadership, and Council. He stated that any organization rises and falls on culture, and leadership drives culture. This is an important part in developing leadership for a positive culture.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD FEBRUARY 5, 2024.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD JANUARY 8, 2024.
- C) RECEIVE THE MINUTES OF THE SPECIAL PARKS BOARD MEETING HELD JANUARY 30, 2024.
- D) ACCEPT PUBLIC WATER, SEWER, PAVING AND DRAINAGE IMPROVEMENTS TO SERVE BROADMOORE HEIGHTS ADDITION, SECTION 2, BEING NORTH OF SE 34TH STREET AND WEST OF S. BRYANT AVENUE.
- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$6,358,309.39.

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

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

**Agenda Item Number 3 being:**

CONSIDER APPROVAL OF AN AMENDMENT TO THE AGREEMENT WITH AGING SERVICES, INC. FUNDED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

Kahley Gilbert, Project-Grants Manager, advised that in September 2023 the City entered into an agreement with Aging Services to provide home-delivered meals to homebound seniors using CDBG funds. Ms. Gilbert stated that during the annual monitoring process it was found that the cost per meal of \$2.25 as defined in the agreement was incorrect. She indicated that in their application Aging Services requested CDBG funding to subsidize half the cost of the home-delivered meals. The total cost per meal is \$5.00 resulting in a cost per unit of \$2.50. The proposed amendment changes the cost per unit to \$2.50 to correctly align with the original request.

Councilman Williams confirmed that the amendment corrects the cost per unit included in the contract but does not change the amount of the award.

**Councilman Williams moved to approve an amendment to the agreement with Aging Services, Inc. funded with CDBG funds, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER APPROVAL OF A CHANGE ORDER IN THE AMOUNT OF \$5,500 TO AMUSEMENT RESTORATION COMPANIES FOR THE PAINTING OF THE EXTERIOR OF THE BLUE WATERSLIDE AT THE STATION AQUATIC CENTER.

Sue Wood, Parks and Recreation Director, stated that in October 2023 Council awarded a quote to Amusement Restoration Companies for the cleaning, repairing, and painting of the slides at the Aquatic Center. It was later determined that the blue waterslide was omitted from Amusement Restoration Companies' quote. Ms. Wood requested approval of a change order in the amount of \$5,500 to Amusement Restoration Companies adding the painting of the blue waterslide. She noted that even with the change order Amusement Restoration still submitted the lowest quote.

**Councilman Webb moved to approve a change order in the amount of \$5,500 to Amusement Restoration Companies for the painting of the exterior of the blue waterslide at The Station Aquatic Center, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH WSB IN THE AMOUNT OF \$355,657 FOR PROFESSIONAL ENGINEERING SERVICES FOR DESIGN OF THE EASTERN AVENUE RECONSTRUCTION PROJECT FROM BROADWAY AVENUE TO SW 34TH STREET.

Jerry Ihler, Assistant City Manager, stated that this was the last of the design projects to be awarded as part of the 2023 GO bond street projects. Mr. Ihler advised that the engineering firm EST was purchased by WSB. He recommended approval of an agreement with WSB in the amount of \$355,657 for engineering services for design of Eastern Avenue reconstruction project from Broadway to SW 34<sup>th</sup> Street. He noted that EST did the design for the project to the north on Eastern Avenue from 19<sup>th</sup> to Broadway.

**Councilman Williams moved to approve an agreement with WSB in the amount of \$355,657 for professional engineering services for design of the Eastern Avenue Reconstruction Project from Broadway Avenue to SW 34th Street, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2024 FORD F-350 XL V8 SUPER CAB FROM BILL KNIGHT FORD IN THE AMOUNT OF \$53,239 USING STATE CONTRACT NO. SW035.

Tony Mensah, Public Works Director, stated that Agenda Items No. 6 and 7 are companion items related to the budgeted purchase of a truck and animal transport body to replace a 2008 Animal Control vehicle.

**Councilman Webb moved to authorize the budgeted purchase of a 2024 Ford F-350 XL V8 Super Cab from Bill Knight Ford in the amount of \$53,239 using State Contract No., second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF AN ANIMAL TRANSPORT BODY FROM SWAB WAGON COMPANY IN THE AMOUNT OF \$34,270, INCLUDING SHIPPING, AS THE MOST RESPONSIBLE QUOTE.

Tony Mensah, Public Works Director, advised that the item was a companion to Agenda Item No. 6. Mr. Mensah indicated that quotes were obtained for the budgeted purchase of an animal transport body. The quote from Swab Wagon Company in the amount of \$34,270 was considered the most responsible quote.

**Councilman Williams moved authorize the budgeted purchase of an Animal Transport Body from Swab Wagon Company in the amount of \$34,270, including shipping, as the most responsible quote, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Addendum Item Number 7.1 being:**

CONSIDER AWARDING A CONTRACT IN THE AMOUNT OF \$76,305 TO M & M WRECKING, INC. FOR DEMOLITION OF THE TILLISON CABINET SHOP LOCATED AT 137 SE 4<sup>TH</sup> STREET FOR CONSTRUCTION AND MAINTENANCE OF THE SE 4<sup>TH</sup> STREET RAILROAD UNDERPASS PROJECT.

Jerry Ihler, Assistant City Manager, stated that on January 16, 2024 the City Council awarded a contract to KC Demolition and Dirt Work for the demolition of the Tillison Cabinet Shop located at 137 SE 4<sup>th</sup> Street. Staff was recently notified by KC Demolition that a key member of the company had sustained an injury that would prevent him from performing the demolition. Mr. Ihler asked that the contract be awarded to the second lowest responsive bidder, M & M Wrecking, Inc. in the amount of \$76,305.

**Councilman Webb moved to award a contract in the amount of \$76,305 to M & M Wrecking, Inc. for demolition of the Tillison Cabinet Shop located at 137 SE 4<sup>th</sup> Street for construction and maintenance of the SE 4<sup>th</sup> Street Railroad Underpass Project, second by Councilwoman Griffith. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:42 P.M.**

**Agenda Item Number 8 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD FEBRUARY 5, 2024.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$1,569,835.47.

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

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

**Agenda Item Number 9 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2023 FORD F250 EXTENDED CAB FROM BILL KNIGHT FORD IN THE AMOUNT OF \$49,659 USING STATE CONTRACT NO. SW035.

Tony Mensah, Public Works Director, advised that Agenda Items No. 9 and 10 are companion items related to the budgeted purchase of a truck and a flatbed with a cage and lift gate. Mr. Mensah stated that the vehicle will be used by the Sanitation Division for the distribution, pick up, and exchange of polycarts.

**Trustee Webb moved to authorize the budgeted purchase of a 2023 Ford F250 Extended Cab from Bill Knight Ford in the amount of \$49,659 using State Contract No. SW035, second by Trustee Griffith. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A BEDROCK DIAMOND SERIES FLATBED WITH CAGE AND LIFT GATE FROM INDUSTRIAL TRUCK EQUIPMENT IN THE AMOUNT OF \$18,593 USING STATE CONTRACT NO. SW106.

**Trustee Webb moved to authorize the budgeted purchase of Bedrock Diamond Series Flatbed with Cage and Lift Gate from Industrial Truck Equipment in the amount of \$18,593 using State Contract No. SW106, second by Trustee Griffith. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF AN OUTSIDE CITY LIMITS WATER AND SANITARY SEWER AGREEMENT BETWEEN THE CITY OF MOORE AND SUNNYLANE ESTATES MOBILE HOME PARK FOR THE PURCHASE OF CITY WATER AND THE TREATMENT AND DISPOSAL OF SANITARY SEWER.

Jerry Ihler, Assistant City Manager, advised that the Sunnyslane Estates Mobile Home Park is located east of Sunnyslane approximately halfway between Indian Hills and SE 34<sup>th</sup> Street. During construction of a 36" gravity flow sewer line from the lift station at SE 34<sup>th</sup> to the lift station at SE Indian Hills, property was obtained from the mobile home park in exchange for access to City of Moore water and sewer. Since they are located outside of the city limits they will be charged double the rates as those inside the city limits.

Councilman Williams confirmed there are around 100 units that could potentially tie into the system and asked if the new lift station could handle the additional stress on the sewer system. Mr. Ihler indicated that the additional customers would not create a problem.

**Trustee Williams moved to approve an Outside City Limits Water and Sanitary Sewer Agreement between the City of Moore and Sunnyslane Estates Mobile Home Park for the purchase of City water and the treatment and disposal of sanitary sewer, second by Trustee Griffith. Motion carried unanimously.**

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

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

**Agenda Item Number 12 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD FEBRUARY 5, 2024.
- B) APPROVE PAYMENT OF A WORKER’S COMPENSATION SETTLEMENT IN THE AMOUNT OF \$6,480 FOR CBR NO. 2050001118 TO TIMOTHY KOEHLER; AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$293,223.94.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 6:46 P.M.**

**Agenda Item Number 13 being:**

ROLL CALL

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

**Agenda Item Number 14 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JANUARY 16, 2024.

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

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:47 P.M.**

**Agenda Item Number 15 being:**

NEW BUSINESS:

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

Barbara Johnson, 205 S. Olde Bridge Road, stated that the residents of Olde Stonebridge ("OSB") were unaware of a proposed development called DM Estates that would abut their neighborhood until a former resident contacted them following a Planning Commission Meeting held on October 10, 2023. Ms. Johnson then contacted the applicant Sanjay Mirchia who met with them on November 2, 2023. Mr. Mirchia told them he planned to construct 11 homes around 1,600 to 1,800 square feet in size and stated that he would:

- Verify that overflow from the water retention pond would go into the City's sewer system and not into the OSB creek which would create further flooding problems.
- Retain management of the HOA and maintain the common areas that adjoin OSB along with the standards established by the OSB by-laws.
- Build a two-foot retaining wall with a fence.
- Clean out his area of the creek.
- Include verbiage in the by-laws stating that the homeowners and guests would not have access to OSB property, the homeowners' property, or the pond.

Ms. Johnson indicated that they have not spoken with Mr. Mirchia since November 2, 2023. Ms. Johnson stated that more than 20 individuals from OSB were prepared to attend the November 6, 2023 City Council meeting; however, the item was tabled to the December 12, 2023 Planning Commission meeting. They found out on December 11, 2023 that the item has already been heard at the November 20, 2023 City Council meeting. Ms. Johnson advised that the homes in Olde Stonebridge are 4,500 square feet on an acreage valued at approximately one million dollars. They have huge investments in their properties and have tried to make the homes something Moore can be proud of. They need help protecting their investments and asked that OSB be kept informed regarding the development.

Marcie Eason, 201 Alyssa Lane, stated that she was the Vice-President of the Homeowners Association for Olde Stonebridge and reiterated that they knew nothing about the proposed development. Ms. Eason stated that when they purchased their property they were told that Olde Stonebridge was the elite neighborhood in Moore and moved into the gated community to feel safe. However, the proposed development will abut the road coming into their neighborhood. Ms. Eason stated that the City is purchasing lots in Cleveland Heights located behind Olde Stonebridge for a proposed elementary school, commercial properties and other mixed-uses; while property located in the U-shaped area of their addition is being considered for development by the owner. They tried to purchase the land but recently discovered that they plan on locating a development there too. She stated that their property is the more elite neighborhood and was hoping something comparable would be located around them. Ms. Eason felt the City should inform everyone in the area of any new development being proposed and give them an opportunity to voice their concerns before a decision is made.

Maggie Ricks, 208 S. Olde Bridge Road, stated that they were willing to meet with Mr. Mirchia to work on their concerns; however, they had to initiate contact with him. Ms. Ricks stated that she came from south Oklahoma City and has had her property in OSB for 25 years. She felt at that time Moore was considered ghetto property. She felt the residents in Olde Stonebridge risked a lot to build a nice neighborhood in Moore. She stated that they have been unable to meet with Mr. Mirchia a second time and needed the City's help in determining what is being planned in the neighborhood. They are very concerned about drainage issues due to flooding.

Vice-Mayor Hunt thanked everyone for their comments. She advised that public meetings would be held on the Cleveland Heights property giving those interested an opportunity for discussion and comments. She added that Elizabeth Weitman, Community Development Director, would be the correct person to address any drainage concerns.

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, stated that the first Quick Trip in the metro area had a successful grand opening in Moore on February 15, 2024.

**Agenda Item Number 16 being:**

ADJOURNMENT

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

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

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

TRANSCRIBED BY:

\_\_\_\_\_  
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