

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
JANUARY 6, 2025 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on January 6, 2025 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*

*Sid Porter*  
*Councilman, Ward III*

*Louie Williams*  
*Councilman, Ward III*

PRESENT: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm  
ABSENT: None

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; City Attorney, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Assistant Community Development Director, Chad Denson; Deputy Fire Chief Ryan Marlar; Emergency Management Director, Gayland Kitch; Human Resource Director, Christine Jolly; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Police Sergeant Kevin Stromski; Project-Grants Manager, Kahley Gilbert; and Public Affairs Director/Assistant City Manager, Deidre Ebrey.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 16, 2024.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD OCTOBER 8, 2024.
- C) ACCEPT 977.55 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT FROM MOORE AIRPARK, LLC, FOR CONSTRUCTION OF THE NE 12<sup>TH</sup> STREET (I-35 TO EASTERN AVENUE) PROJECT.
- D) ACCEPT 850.00 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT FROM MOORE CARE, LLC, FOR CONSTRUCTION OF THE NE 12<sup>TH</sup> STREET (I-35 TO EASTERN AVENUE) PROJECT.
- E) ACCEPT 1,356.41 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT AND 3,119.98 SQ. FT. OF PERMANENT ROW EASEMENT FROM MONGOLD PROPERTIES, LLC, FOR CONSTRUCTION OF THE NE 12<sup>TH</sup> STREET (I-35 TO EASTERN AVENUE) PROJECT.
- F) ACCEPT 1,600.00 SQ. FT. OF PERPETUAL UTILITY EASEMENT FROM EASTERN CROSSING POINTE, LLC, FOR CONSTRUCTION OF THE NE 12<sup>TH</sup> STREET (I-35 TO EASTERN AVENUE) PROJECT.

- G) ACCEPT 15,557.00 SQ. FT. OF PERPETUAL UTILITY EASEMENT FROM SILVERLEAF SHOPPING CENTER, LLC, FOR CONSTRUCTION OF THE NE 12<sup>TH</sup> STREET (I-35 TO EASTERN AVENUE) PROJECT.
- H) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$6,184,927.51.

**Councilwoman Hunt moved to approve Consent Docket Items A-H, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 3 being:**

CONSIDER REZONING APPLICATION NO. RZ-1047, LOCATED IN THE SE/4 OF SECTION 3, T10N, R3W, BEING SOUTH OF CASS AVENUE AND EAST OF SHIELDS BOULEVARD FROM C-3 GENERAL COMMERCIAL DISTRICT TO C-3/PU GENERAL COMMERCIAL DISTRICT WITH A PERMISSIVE USE FOR PAINLESS DENT REPAIR; AND APPROVE ORDINANCE NO. 31(25). APPLICATION BY RICHARD MONTGOMERY. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 2.

Chad Denson, Assistant Community Development Director, advised that the subject site consisted of one lot located at 2879 N. Hillcrest Avenue that contained a house and a commercial building. Mr. Denson stated that the applicant is seeking to rezone the property from C-3 General Commercial District to C-3/PU General Commercial District with a permissive use for Automotive and Equipment Light to allow for a paintless dent repair business. Public water and sewer are available to serve the site and access will be provided by N. Hillcrest Avenue.

Mr. Denson stated that there are currently no plans to construct a new structure on the site. Historically, the northeastern section of Moore has seen heavier automotive uses. This parcel was previously zoned C-3 and has been used in the past for various construction contractor businesses. He advised that the applicant is not changing the underlying zoning but is asking for a permissive use to allow for light automotive uses such as a paintless dent repair business.

The Envision Moore 2040 Plan designated the area as Transitional Commerce. Because C-3 uses exist in the area and no further encroachment into the neighborhood is expected, an amendment to the comprehensive plan is not required. Mr. Denson noted that the Automotive Equipment Light use unit classification would allow for other uses such as washing, polishing, and light repairing of automobiles, as well as tune-up shops, oil change services, and tire and brake repair shops. Since the application is not proposing to change the site or property, the area contains a high volume of commercial automotive uses, and a permissive use of automotive and equipment light is not anticipated to negatively affect the surrounding area, staff recommended approval of the application.

**Councilman Webb moved to approve Rezoning Application No. RZ-1047, located in the SE/4 of Section 3, T10N, R3W, being south of Cass Avenue and east of Shields Boulevard from C-3 General Commercial District to C-3/PU General Commercial District with a Permissive Use for Paintless Dent Repair; and approve Ordinance No. 31(25), second by Councilman Porter. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER THE FINAL PLAT FOR THE WELL CHURCH, LOCATED IN THE SW/4 OF SECTION 25, T10N, R3W, BEING NORTH OF SE 34<sup>TH</sup> STREET AND EAST OF EASTERN AVENUE. APPLICATION BY THE WELL CHURCH OK, INC./BRIAN MULLINS. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 1.

Chad Denson, Assistant Community Development Director, advised that the subject site is located north of SE 34<sup>th</sup> Street and east of Eastern Avenue. Mr. Denson stated that a final plat is required for the proposed development of a church on a vacant R-1 lot approximately 2.90 acres in size. Public water will be extended from the west side of S. Eastern Avenue and sewer is located adjacent to the site along S. Eastern. He advised that stormwater detention is required and will be provided by a detention pond at the southeast corner of the property. FEMA floodplains/floodways are located along the south and east boundaries of the property; therefore, a drainage study must be conducted at the south end of the subject site. Access is proposed from S. Eastern Avenue with one driveway to access the site. Limits of No Access are shown along Eastern Avenue on either side of the identified access point to prevent traffic congestion in the area and to reduce crossing conflicts due to a required 10' wide multi-use trail along the Eastern Avenue frontage contained within the plat. He stated that based on the proposed use and compliance with many of the Plan's goals, staff believes the application meets the intent of the Neighborhood Commercial land use and an amendment to the comprehensive plan is not required. Staff recommended approval of the item contingent upon the installation of a 10' wide multi-use trail along the Eastern Avenue frontage.

**Councilwoman Griffith moved to approve the Final Plat for the Well Church, located in the SW/4 of Section 25, T10N, R3W, being north of SE 34<sup>th</sup> Street and east of Eastern Avenue, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER AN APPEAL OF A DECISION BY THE COMMUNITY DEVELOPMENT DIRECTOR THAT A HOME OCCUPATION DOING BUSINESS AS BOARD TO THE BONE IS LIMITED TO FOUR TOTAL ANIMALS ON THE PREMISES AT ANY GIVEN TIME. APPLICATION BY BRITTNEY TUOMALA OF BOARD TO THE BONE.

Elizabeth Weitman, Community Development Director, advised that on October 27, 2024 a reporting party issued an online complaint that was forwarded to Community Development since it was in reference to a home occupation and ultimately a zoning issue. Ms. Weitman stated that based on the City's Home Occupation Ordinance the reporting party is required to state in writing their reasons for objecting to the business. The complaint stated there are more than 20 dogs per day at this location, complained of traffic congestion, and included pictures, and Facebook posts. Ms. Weitman noted that none of the posts showed 20 dogs at one time at the location. She advised that patrols were conducted over a period of time to ascertain traffic patterns and the number of dogs at the residence. On November 8, 2024 a Code Enforcement Officer observed drop-offs from 6:45 a.m. to 8:00 a.m. and pick-ups from 4:15 p.m. to 5:00 p.m. He reported a total of four dogs being dropped off from three vehicles. He did not hear barking or observe smells and did not experience traffic congestion in the area. On November 15, 2024 Ms. Tuomala was asked to respond to questions pertaining to a home occupation. Ms. Weitman advised that her responses were included in the agenda packet for review. After some deliberation and consultation with others it was determined that doggie daycares should abide by the four-animal policy. A compliance letter was issued which was also contained in the agenda packet.

Ms. Weitman advised that a Home Occupation Ordinance was passed in 2021 for the purpose of allowing home occupations that do not negatively impact the surrounding residential properties. There are measurable criteria and standards for making these decisions. Some of the items include:

- Cannot exceed 10% of the gross floor area. (Outdoor and accessory buildings are not considered part of the dwelling).
- There should not be any offensive noise, odors, etc. beyond the property line.
- No pickup or deliveries between the hours of 7:00 p.m. and 7:00 a.m.

She indicated that based on what City staff can observe this home occupation does not violate the standards. The ordinance contains a specific complaint process in an effort to eliminate frivolous and retaliatory complaints. The process requires that a letter be submitted with the complaints noted. The complaints must be measurable and objective. Ms. Weitman advised that the reporting party did provide a letter; however, her complaints appeared to be based on Board to the Bone social media posts. The reporting party does not live near the home business located at 1713 SE 16<sup>th</sup> and staff has not received any complaints from neighbors regarding the dogs or the home business. In looking at the facts of the case, the complaint appears to have come from a competing business. Ms. Weitman advised that individuals from Board to the Bone are in attendance to address any questions from the City Council.

Councilwoman Hunt asked if the home business was in violation of an Animal Control policy. Brian Miller, City Attorney, stated that although there is an Animal Control ordinance that limits the number of animals, it applies to the number of animals that are owned.

#### **Citizens to Speak:**

Brittany Tuomala, 1713 SE 16<sup>th</sup>, stated that they have reviewed the Codes in detail and cannot find where they are in violation. The Home Occupation Ordinance does not exclude having a dog kennel in the home. They file taxes as a business and they are an LLC. The most dogs they have had at one time was 15. Ms. Tuomala advised that they do not have a lot of noise. They have several neighbors in attendance who are willing to confirm that. She added that they do not have an odor because they clean continuously. Before they started the doggy daycare they spoke with their neighbors to ensure they did not have a problem with it. Councilman Webb asked Ms. Tuomala the size of her lot and how long she has had the doggy daycare. Ms. Tuomala advised that she has a 1,700 square foot home that sits on close to an acre of land, and that she started Board to the Bone on August 5, 2021.

The following individuals appeared before the Council in support of Board to the Bone. They all indicated they have no issues with noise, smells, or traffic coming from the Tuomas' residence. Additional comments were that the Tuomala's home is very clean, they checked with them before opening their business, they are accommodating, reliable, love the animals in their care, and are good neighbors.

Melissa Reeves, 1717 SE 16<sup>th</sup>  
Mickey Fenner, 1708 SE 16<sup>th</sup>  
Judy Wesselhoft, 1105 NE 29<sup>th</sup>,  
Kim Welch and Daughter, 126 N. Briarwood  
Cindy Riedl, Address Unknown

Councilwoman Hunt asked what part of the Home Occupation ordinance Board to the Bone is violating. Ms. Weitman stated that from what staff can ascertain, Board to the Bone is not in violation of the ordinance; however, there is some question regarding the four dog limit. Brian Miller, City Attorney, advised that a kennel can have more than four dogs. Ms. Tuomas has indicated she should not be restricted to four animals because she is operating a kennel as a Home Occupation. Violations to the

Home Occupation ordinance would include items such as traffic, noise, and smell. Based on the citizen comments those issues do not exist.

Councilman Porter asked what would happen if someone had 30 dogs and say they are operating a home kennel. Mr. Miller stated that staff would investigate those types of complaints. Councilman Porter voiced his confusion over why the issue was before the City Council since it appears there was no violation. Councilman Webb stated that in this situation he felt that Board to the Bone should be able to continue as they are doing since there is no violations.

**Councilman Webb moved to sustain the appeal allowing Board to the Bone to continue with their business, second by Councilwoman Hunt. Motion carried by majority vote.**

Ayes: Griffith, Hunt, Williams, Webb, Clark, Hamm  
Nays: Porter

**Agenda Item Number 6 being:**

CONSIDER DECLARING TWENTY-TWO (22) BULLETPROOF VESTS AS SURPLUS AND AUTHORIZING THEIR DONATION TO THE OKLAHOMA ASSOCIATION OF CHIEFS OF POLICE.

Police Chief Todd Gibson advised that the bulletproof vests are replaced every five years. Staff requested declaring the 22 vests as surplus and donating them to the Oklahoma Association of Chiefs of Police who have a program that would absolve the City of any liability and donate the surplus vests to smaller or more rural agencies. Mayor Hamm stated that it was wonderful to be able to help smaller communities who do not have the funds to purchase new vests.

**Councilwoman Griffith moved to declare twenty-two (22) bulletproof vests as surplus and authorizing their donation to the Oklahoma Association of Chiefs of Police, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER THE BUDGETED PURCHASE OF ELEVEN (11) HANDHELD PORTABLE RADIOS AND THE ASSOCIATED LICENSING AND ACCESSORIES FROM L3HARRIS IN THE AMOUNT OF \$36,768.56 USING SOURCEWELL CONTRACT NO. 042021-L3H AND SIT NO. 295766.

Police Chief Todd Gibson stated that the item is for the budgeted purchase of eleven handheld portable radios that will replace those end-of-life radios that are in the police department inventory.

**Councilman Williams moved to approve the budgeted purchase of eleven (11) handheld portable radios and the associated licensing and accessories from L3Harris in the amount of \$36,768.56 using Sourcewell Contract No. 042021-L3H and SIT No. 295766, second by Councilman Clark. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER APPROVAL OF THE BUDGETED PURCHASE OF TWO TREADMILLS, BENCHES AND DUMBBELLS FROM CORE HEALTH & FITNESS AS THE LOWEST BID IN THE AMOUNT OF \$25,697.88

Ryan Marlar, Deputy Fire Chief stated that the item is for the budgeted purchase of two treadmills that will replace two used treadmills that are beyond repair, and to supply benches and dumbbells at each of the fire stations.

**Councilman Webb moved to approve the budgeted purchase of two treadmills, benches and dumbbells from Core Health & Fitness as the lowest bid in the amount of \$25,697.88, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER APPROVAL OF A CONTRACT WITH VOSS ELECTRIC COMPANY D/B/A VOSS LIGHTING IN THE AMOUNT OF \$96,200.00, UTILIZING STATE CONTRACT NO. 0817L, FOR LED LIGHTING UPGRADES FOR THE MOORE PUBLIC SAFETY CENTER AND TENNIS COURTS AT BUCK THOMAS PARK USING OKLAHOMA ENERGY EFFICIENCY LIGHTING RETROFIT PROGRAM GRANT FUNDS.

Kahley Gilbert, Project-Grants Manager, advised that the City was awarded grant funding from the Oklahoma Department of Commerce for the Energy Efficiency Lighting Retrofit Program. The funds will be used to upgrade the lighting at the Public Safety Center (Police Municipal Court, Dispatch, Emergency Management) and the tennis courts at Buck Thomas Park to LED lighting. Ms. Gilbert advised that the total state contract price for both locations will be \$96,200, which will be funded entirely by grant funds.

Mayor Hamm expressed his appreciation to staff for looking into different grant applications to save the City money.

**Councilman Williams moved to approve a contract with Voss Electric Company d/b/a Voss Lighting in the amount of \$96,200.00, utilizing State Contract No. 0817L, for LED lighting upgrades for the Moore Public Safety Center and tennis courts at Buck Thomas Park using Oklahoma Energy Efficiency Lighting Retrofit Program grant funds, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER APPROVAL OF AN AGREEMENT IN THE AMOUNT OF \$126,632.00 WITH MEDICAL PRIORITY CONSULTANTS INC. D/B/A PRIORITY DISPATCH CORP. FOR THE IMPLEMENTATION OF THE EMERGENCY POLICE DISPATCH PROTOCOL SYSTEM FUNDED WITH 9-1-1 MANAGEMENT AUTHORITY GRANT FUNDS.

Kahley Gilbert, Project-Grants Manager, advised that the City was awarded a grant from the Oklahoma 9-1-1 Management Authority for implementation and training of the Emergency Police Dispatch Protocol System. Ms. Gilbert stated that the City already uses the Dispatch Protocol System for medical and fire calls and implementing the police calls would complete the protocol system set. Ms. Gilbert stated that Chief Gibson was available to answer any questions.

Mayor Hamm asked for additional information on the protocol system. Chief Gibson stated that several years ago Emergency Medical Dispatch Protocols were implemented. When a 9-1-1 call comes into dispatch, protocols appear on the screen that prompts the dispatcher on what questions to ask and provides the appropriate response. Chief Gibson stated that last year they received funding for the Fire Dispatch Protocols. When a house, vehicle, or structure fire call comes in it prompts the dispatcher to ask the appropriate questions that reduces lag time in gathering actionable information to dispatch fire units more quickly. The proposed Police Dispatch Protocols will expedite training new dispatchers but it will prompt the dispatcher on appropriate questions to ask based on science and analytics so that information can be passed on to the officers responding to the calls. Instead of a dispatcher asking a question that they think is relevant, they will be prompted to ask a question that they know is relevant.

**Councilman Williams moved to approve an agreement in the amount of \$126,632.00 with Medical Priority Consultants Inc. d/b/a Priority Dispatch Corp. for the implementation of the Emergency Police Dispatch Protocol System funded with 9-1-1 Management Authority grant funds, second by Councilman Clark. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER ADOPTING RESOLUTION NO. 103(24) DECLARING SUPPORT FOR THE OKLAHOMA TURNPIKE AUTHORITY'S ("OTA") ACCESS OKLAHOMA PROGRAM TO IMPROVE AND CONSTRUCT TURNPIKE FACILITIES IN THE VICINITY OF THE CITY OF MOORE AND COMMITTING TO COORDINATING AND PARTNERING WITH THE OTA TO CONSTRUCT NEW TURNPIKE FACILITIES AND NEW INTERCHANGE ALONG THE TURNPIKE CORRIDOR.

Brooks Mitchell, City Manager, advised that as part of the project the City's sewer line that runs from the wastewater treatment plant to the Canadian River must be relocated. The cost for the project will be approximately \$27 million. The Oklahoma Turnpike Authority has agreed to pay 100% of the cost.

**Councilman Webb moved to adopt Resolution No. 103(24) declaring support for the Oklahoma Turnpike Authority's ("OTA") Access Oklahoma Program to improve and construct turnpike facilities in the vicinity of the City of Moore and committing to coordinating and partnering with the OTA to construct new turnpike facilities and new interchange along the Turnpike Corridor, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 12 being:**

CONSIDER APPROVAL OF AN ADDENDUM TO THE UNDERGROUND VAULT & STORAGE LEASE AGREEMENT, MODIFYING THE MONTHLY LEASE RATE FROM \$0.29 PER CUBIC FOOT PER MONTH TO \$0.31, EFFECTIVE JANUARY 1, 2025.

Christine Jolly, Human Resources Director, advised that in February 2023 Council approved a contract with Underground Vault & Storage for the transport, inventory, and warehousing of files in their secure, climate-controlled environment. Staff anticipated the cost for the services to be \$6,090. For calendar year 2024 the actual cost was approximately \$2,290. Underground Vault & Storage is increasing their monthly lease rate from .29 cents per cubic foot per month to .31 cents per cubic foot per month. The term of the proposed addendum to the lease agreement will begin January 1, 2025 and will automatically renew annually unless there is a proposed change in rate or either party gives notice of intent to cancel.

**Councilman Williams moved to approve an addendum to the Underground Vault & Storage Lease Agreement, modifying the monthly lease rate from \$0.29 per cubic foot per month to \$0.31, effective January 1, 2025, second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 13 being:**

CONSIDER APPROVAL OF A GROUP ANNUITY CONTRACT WITH STANDARD INSURANCE COMPANY FOR INVESTMENT SERVICES IN ITS APEX GUARANTEED FIXED INTEREST FUND FOR THE CITY'S 457(B) DEFERRED COMPENSATION PLAN AND THE 401(A) RETIREMENT PLAN NECESSITATED BY THE TRANSFER OF THE PLAN TO VOYA FINANCIAL AS APPROVED BY COUNCIL ON DECEMBER 16, 2024.

Christine Jolly, Human Resources Director, advised that the transition from Empower to Voya involves moving the fixed account, which is a capital preservation product which guarantees the principle and credited interest for eligible withdrawals and transfers by the people in the plan. Empower applies a Market Value Adjustment ("MVA") fee when changing providers. To address the MVA fee the Group Annuity contract with Standard Insurance Company will transfer the Empower Fixed Account to the Standard Insurance Company's ("SIC") Apex Guaranteed Fix Interest Fund. SIC will pay the MVA fee up front and recover the cost by reducing the fund's gross interest rate by 1.45% annually until it is fully repaid but for no longer than 8.5 years. Once repaid, the gross interest rate will return to the prevailing rate currently set at 5.15%. This change is projected to generate an additional \$3,600 in annual interest for participants. Ms. Jolly noted that Steve Conkin with Conkin Financial Group who is the City's retirement plan advisor was available to answer questions.

**Councilman Williams moved to approve a group annuity contract with Standard Insurance Company for investment services in its APEX Guaranteed Fixed Interest Fund for the City's 457(b) Deferred Compensation Plan and the 401(a) Retirement Plan necessitated by the transfer of the Plan to VOYA Financial as approved by Council on December 16, 2024, second by Councilman Clark. Motion carried unanimously.**

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

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

**Agenda Item Number 14 being:**

CONSENT DOCKET:



- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 16, 2024.
- B) RATIFY ACTION OF THE CITY COUNCIL REGARDING A GROUP ANNUITY CONTRACT WITH STANDARD INSURANCE COMPANY FOR INVESTMENT SERVICES IN ITS APEX GUARANTEED FIXED INTEREST FUND FOR THE CITY'S 157(B) DEFERRED COMPENSATION PLAN, NECESSITATED BY THE TRANSFER OF THE PLAN TO VOYA FINANCIAL AS APPROVED BY COUNCIL ON DECEMBER 16, 2024.
- C) RATIFY ACTION OF THE CITY COUNCIL REGARDING A GROUP ANNUITY CONTRACT WITH STANDARD INSURANCE COMPANY FOR INVESTMENT SERVICES IN ITS APEX GUARANTEED FIXED INTEREST FUND FOR THE CITY'S 401(A) RETIREMENT PLAN, NECESSITATED BY THE TRANSFER OF THE PLAN TO VOYA FINANCIAL AS APPROVED BY COUNCIL ON DECEMBER 16, 2024.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$2,227,077.70.

**Trustee Williams moved to amend Consent Docket Item No. 14B to change the language from "157(B) to 457(B)", second by Trustee Hunt. Motion carried unanimously**

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

**Trustee Williams moved to approve Consent Docket Items 14A through 14D, second by Trustee Griffith. Motion carried unanimously.**

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

**Agenda Item Number 15 being:**

CONSIDER APPROVING AN AGREEMENT WITH DENNIS BOTHELL, AN INDEPENDENT CONTRACTOR, FOR INTERIM PART-TIME PUBLIC WORKS DIRECTOR SERVICES IN THE AMOUNT OF \$1,500 PER WEEK TO SUPPORT THE CITY MANAGER AND THE PUBLIC WORKS DEPARTMENT.

Brooks Mitchell, Trust Manager, advised that the City had been contracting with Dennis Bothell on a part-time basis over the past three years for consulting services on how to improve efficiency in Fleet Maintenance. Mr. Mitchell advised that Mr. Bothell has had extensive experience in Public Works through his tenure with the City of Lawton.

**Trustee Webb moved to approve an agreement with Dennis Bothell, an Independent Contractor, for Interim Part-Time Public Works Director Services in the amount of \$1,500 per week to support the City Manager and the Public Works Department, second by Trustee Clark. Motion carried unanimously.**

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

Mayor Hamm asked if there would be an immediate search for a full-time Public Works Director or if the position would remain unfilled for a short period of time. Mr. Mitchell stated that they plan to post the position soon. Since it is unknown how long it will take to find the right person for the position, they would like to utilize Mr. Bothell in the interim.

**Agenda Item Number 16 being:**

CONSIDER APPROVAL OF AN ADDENDUM TO THE DELTA DENTAL PLAN OF OKLAHOMA ADMINISTRATIVE SERVICES AGREEMENT, MODIFYING THE ADMINISTRATIVE FEE FROM \$6.70 PER SUBSCRIBER PER MONTH TO \$7.90, EFFECTIVE JANUARY 1, 2025.

Christine Jolly, Human Resources Director, advised that the addendum modifies the administrative fee from \$6.70 to \$7.90 per scribe per month. Ms. Jolly noted that there had not been a change to the Delta Dental Plan in approximately three years.

**Trustee Williams moved to approve an addendum to the Delta Dental Plan of Oklahoma Administrative Services Agreement, modifying the administrative fee from \$6.70 per subscriber per month to \$7.90, effective January 1, 2025, second by Trustee Griffith. Motion carried unanimously.**

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:12 P.M.**

**Agenda Item Number 17 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 16, 2024.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$435,169.63.

**Trustee Williams to approve Consent Docket Items No. 2A and 2B, second by Trustee Griffith. Motion carried unanimously.**

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR MARK HAMM PRESIDING AT 7:13 P.M.**

**Agenda Item Number 18 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.

Councilman Webb thanked Chief Gibson, Parks and Recreation Director Sue Wood, and any other employees involved with the Christmas events and decorations.

C) ITEMS FROM THE CITY/TRUST MANAGER.

There were no items from the City Manager.

**Agenda Item Number 19 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:14 p.m.**

TRANSCRIBED BY:

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

FOR:

\_\_\_\_\_  
ROB CLARK, MPWA Secretary

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

ATTEST:

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