

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
DECEMBER 1, 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 December 1, 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; Assistant City Manager, Jerry Ihler; City Attorney, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Ryan Marler; Human Resources Director, Christine Jolly; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Public Affairs Director/Assistant City Manager, Deidre Ebrey; Public Works Director, Dennis Bothell.

The Pledge of Allegiance was led by Girl Scout Troop 798.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD NOVEMBER 17, 2025.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD SEPTEMBER 9, 2025.
- C) ACCEPT 204.19 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT, FROM KOHL'S INC. FOR THE CONSTRUCTION OF THE TELEPHONE ROAD (SW 19<sup>TH</sup> STREET TO SW 34<sup>TH</sup> STREET) PROJECT, PARCEL 8.
- D) ACCEPT 13,779 SQ. FT. OF PERMANENT ROADWAY EASEMENT, FROM ELMER LEE STEFFENS AND BRANDY STEFFENS, HUSBAND AND WIFE, FOR THE CONSTRUCTION OF THE SE 19TH STREET, BROADWAY AVENUE, EASTERN AVENUE PROJECT, PARCEL 11.
- E) ACCEPT A 10' WIDE PUBLIC UTILITY EASEMENT AND RIGHT-OF-WAY, FROM BELMAR GOLF, LLC. FOR WATER AND SEWER LINE IMPROVEMENTS TO BE MADE ALONG THE NORTH SIDE OF INDIAN HILLS ROAD, BETWEEN THE GATED ENTRANCE OF THE BELMAR GOLF COURSE TO THE SOUTHEAST CORNER OF THE CITY OF MOORE SOUTHEAST LIFT STATION.

- F) ACCEPT A 10' WIDE PUBLIC UTILITY EASEMENT AND RIGHT-OF-WAY, FROM CABO CROSSING ENTERPRISES, LLC. FOR WATER AND SEWER LINE IMPROVEMENTS TO BE MADE ALONG THE NORTH SIDE OF INDIAN HILLS ROAD BETWEEN THE GATED ENTRANCE OF THE BELMAR GOLF COURSE AND SOONER ROAD.
- G) ACCEPT 5 PUBLIC DRAINAGE EASEMENTS FOR BRIDGE CONSTRUCTION TO SERVE THE URBANSKY FARM ADDITION, SECTION 1 LOCATED NORTH OF SE 19TH STREET AND WEST OF SUNNYLANE. APPLICATION BY RAVENSTONE DEVELOPMENT, LLC/HOSSEIN FARZANEH.
- H) ACCEPT 4 PUBLIC SANITARY SEWER EASEMENTS FOR OFF-SITE IMPROVEMENTS TO SERVE THE URBANSKY FARM ADDITION, SECTION 1 LOCATED NORTH OF SE 19TH STREET AND WEST OF SUNNYLANE. APPLICATION BY RAVENSTONE DEVELOPMENT, LLC/HOSSEIN FARZANEH.
- I) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$3,018,922.50.

**Councilman Williams moved to approve Consent Docket Items A-I, second by Councilman Clark. Motion carried unanimously.**

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

**Agenda Item Number 3 being:**

CONSIDER ACCEPTANCE OF THE CITY'S FINANCIAL AUDIT REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2025.

John Parker, Finance Director, stated that the City received an unqualified opinion on the City's audit. Mr. Parker advised that Bob Dillon with Dillon & Associates will be giving a summary of his findings in the audit report.

Mr. Dillon stated that the audit report contains six main categories:

1. Audit Opinion
2. Management Discussion and Analysis – This is prepared by the City and is a condensed version of the financial statements with a narrative of what is transacted during the year.
3. Financial statements and footnotes – This is the major portion of the annual report.
4. Required Supplemental Information – Contains budget reports, pension information, and post-employment retirement benefits.
5. Other Supplementary Information – This is the combining schedules of the individual funds.
6. Statistical Information – Summarized the last ten years by various categories. It reflects a lot of growth.

The audit opinion was an unmodified opinion indicating they did not find any material misstatements in the financial statements. In addition, there is an opinion on internal control and governmental compliance, which does not contain any findings or question of costs.

Mr. Dillon stated that there is \$1.8 million in federal expenditures and awards, almost half of which came from Homeland Security grants. He noted that normally they present a single audit report on the federal awards; however, since they have not received the necessary information from the federal government, they were unable to complete the single audit report at this time.

Mr. Dillon advised that they did a calculation on the City's millage rate on property tax. The City's portion of the millage rate has been fairly flat over the last several years. He stated that it was about 14.5 mills last year. This figure did not include the millage rate for the Moore Public Schools and the County. He

indicated that the collection ratio of the property tax has historically been around 100%. It was 99% last year.

He indicated that the debt service coverage on the revenue bonds is required to be 1.25 times the annual debt service payments. The actual debt service ratio was 5.75 which is a healthy coverage ratio. Any excess pledged sales tax is returned back to the General Fund. Sales and use tax are the City's primary revenue sources. It was also fairly flat for the last year.

Mr. Dillon advised that the General Fund had a carryover last year of \$24 million including the unassigned carryover balance for next year's expenditure in the amount of \$14 million. This is approximately 24% of the budgeted revenues, which is fairly healthy. The City's established reserve fund for unforeseen emergencies had an increase of \$1 million in September 2024, bringing the total fund balance to \$5.5 million. There has also been an additional \$1 million reserved in October 2025. He indicated that the long-term debt went up about \$9 million due to a GO issue and a revenue note issuance.

The City Council thanked Mr. Dillon for his work on the audit. Mr. Dillon stated that he couldn't have done it without the assistance of City staff.

**Councilman Williams moved to accept the City's Financial Audit Report for the fiscal year ended June 30, 2025, second by Councilwoman Griffith. Motion carried unanimously.**

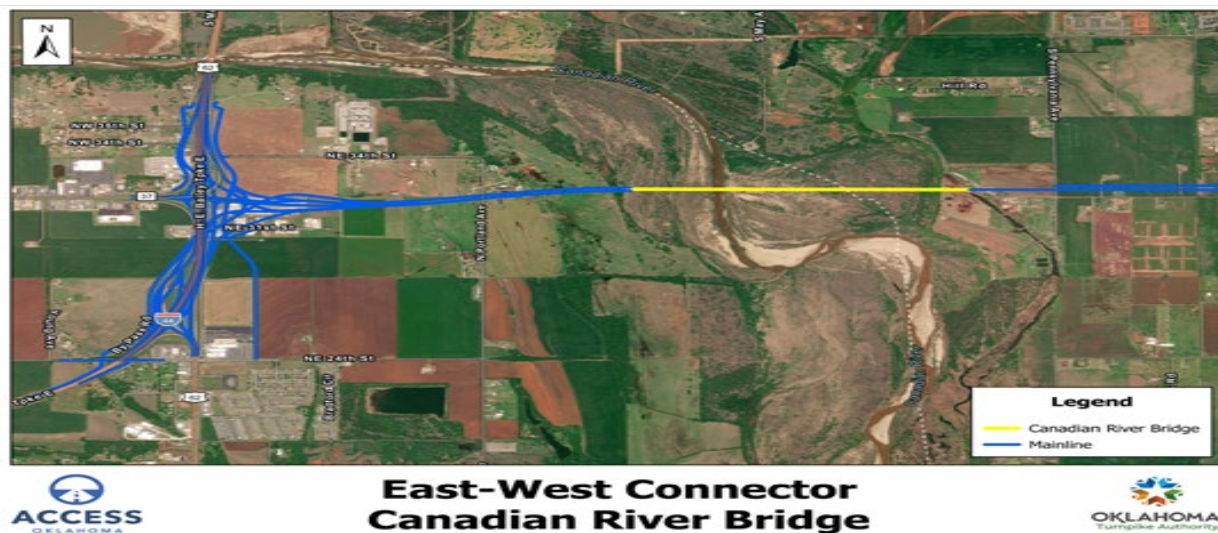
Ayes: Griffith, Porter, Hunt, Williams, Webb, Clark, Hamm  
Nays: None

Mayor Hamm thanked City Manager Brooks Mitchell and his staff for giving the City another good audit.

**Agenda Item Number 4 being:**

RECEIVE A PRESENTATION FROM LADAN NELSON, ACCESS PROGRAM MANAGER, WITH THE OKLAHOMA TURNPIKE AUTHORITY TO PROVIDE AN UPDATE ON THE ACCESS OKLAHOMA PROGRAM: EAST-WEST CONNECTOR.

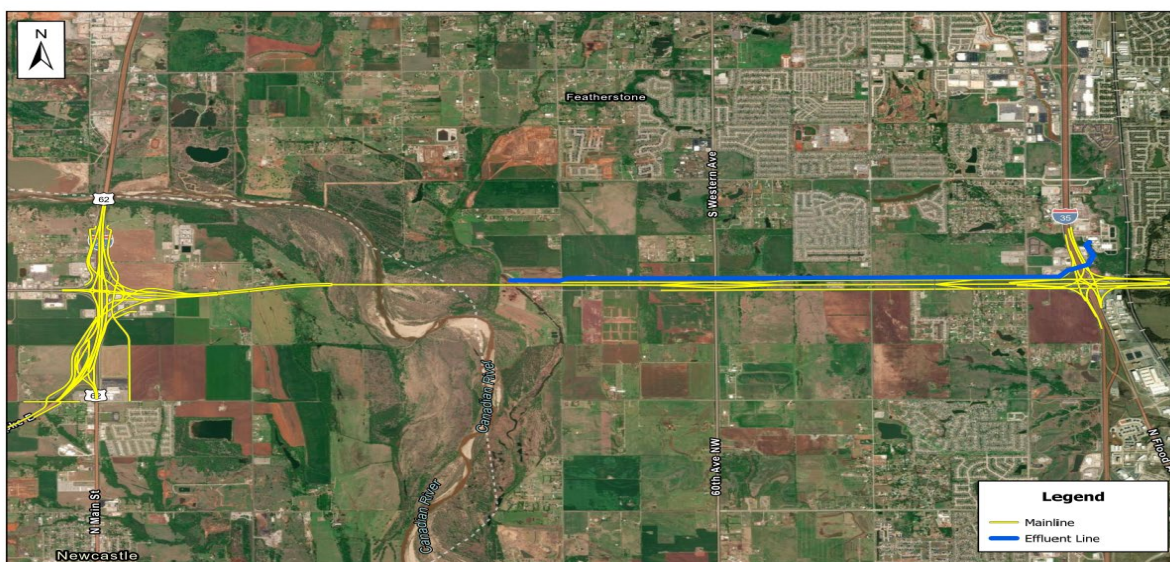
Ladan Nelson, Access Program Manager with the Oklahoma Turnpike Authority, advised that she is from Moore and it was a pleasure to speak to this body about the Canadian River Bridge from the E/W Connector and the Effluent Line Project, and how the projects will affect the City.



Canadian River Crossing – Ms. Nelson stated that the East-West Connector for the Oklahoma Turnpike will include a new bridge over the Canadian River connecting Newcastle to Moore and Norman. It will cross the South Canadian River between the Tri-City area near I-44 and I-35. The bridge will be 1.25 miles long, making it the longest bridge in the State of Oklahoma, and will span over the Canadian River in its entirety. The bridge project, bid in November, will cost \$96 million for two bridges. One bridge for eastbound traffic and one for westbound traffic. This will create a direct route over I-44 from the Tri-City area to I-35 in the Moore-Norman area. This project is vital to create a connection between municipalities because there is no east/west river crossing currently. They plan to take the project to the December Oklahoma Turnpike Authority's Board of Directors for approval. If the bid is awarded, they anticipate construction beginning in the spring of 2026; however, she noted that the contractor can begin construction when they see fit. She advised that there is a bridge that spans over the preliminary high watermark. This was done intentionally to stay out of the high-water mark to improve water quality and to prevent impacts to any of the species living in the area. The contractor must stay out of the area in order to stay in compliance. The Turnpike Authority does have a third-party environmental specialist team that will inspect the project on at least a weekly basis to ensure the project is in compliance with ODEQ requirements. This project, as well as others along the east-west connector, have milestones attached to it to facilitate early completion of the project. Ms. Nelson stated that they have approximately \$2 million in contractor incentives to ensure completion of the project in 2027, and that it is done as effectively and efficiently as possible. Ms. Nelson advised that the bridges over Pennsylvania were also bid out in November. During some periods of construction Pennsylvania will be closed. During the east-west connector project the traveling public may experience closures throughout construction anticipated to last into 2027.

East-West Connector Canadian River Bridge and Effluent Line:

Ms. Nelson discussed the effluent line project outlined in blue on the map below:



**East-West Connector  
Canadian River Bridge & Effluent Line**



Ms. Nelson indicated that the City of Moore has been a great partner to the Oklahoma Turnpike Authority. She stated that they appreciate the hard work staff has put into facilitating this project. The effluent lines will be relocated to make room for the new turnpike. Ms. Nelson advised that there are two 30" lines that measure over 42,000 linear feet of pipe. During installation of the new pipe the contractor will work around the line or create temporary connections to ensure the effluent line remains functional.

The cost of the relocation will be fully funded by the Oklahoma Turnpike Authority. Relocation costs include design, right-of-way acquisition, materials, and all construction costs needed for the project in the estimated amount of \$50 million. She stated that the project is scheduled for a February 2026 construction letting with a March 2026 award date. Construction will begin immediately after the project bid is awarded. Ms. Nelson referred Council to the map where it reflects in blue the effluent line beginning west of Pennsylvania and continuing east toward the Moore Wastewater Treatment Plant located at the NE quadrant of the I-35 E-W Connector and the Indian Hills Interchange.

#### QUESTIONS:

Mayor Hamm asked if the projects would begin simultaneously. Ms. Nelson advised that the Canadian River Crossing Bridge will be one of the first projects to begin in 2026 with the anticipation of the full E/W Connector between I-35 and I-44 opening by the end of 2027. During construction the traffic will be shifted to the westbound lanes of the E-W Connector while construction occurs on the eastbound lanes. After those are completed the traffic will be shifted to the eastbound lanes while construction occurs on the westbound lanes.

Councilman Williams confirmed with Ms. Nelson that the Pennsylvania Bridge would consist of an overpass over Pennsylvania.

Mayor Hamm asked if there would be multiple access points to the new turnpike. Ms. Nelson advised that the original interchanges were removed from the project, but they have since been placed back in. The interchanges will be under the maintenance of Cleveland County.

The City Council thanked Ms. Nelson for her presentation.

#### **No action was taken on the item.**

#### **Agenda Item Number 5 being:**

CONSIDER APPROVAL OF ADDENDUM NO. 3 WITH FREESE AND NICHOLS IN THE AMOUNT OF \$55,775 FOR ADDITIONAL ENGINEERING SERVICES FOR THE NE 12<sup>TH</sup> STREET RECONSTRUCTION (I-35 TO EASTERN AVENUE) PROJECT.

Jerry Ihler, Assistant City Manager, advised that there are three additions to the contract with Freese and Nichols for the NE 12<sup>th</sup> Street reconstruction project from I-35 to Eastern Avenue. The original scope of the contract was to replace damaged concrete panels along 12<sup>th</sup> Street. Since that time the City was awarded \$7.2 million in ACOG funds and it was determined that the subgrade was in bad enough condition to warrant a road replacement.

- The addendum is for additional work on stormwater east of the railroad tracks in response to high-intensity storm events causing flooding that we have recently experienced.
- The updated replacement of traffic signals along the east side of the I-35 and 12<sup>th</sup> Street Bridge and the intersection at 12<sup>th</sup> and Broadway.
- Coordination with utility companies regarding relocation of utilities and right-of-way acquisition costs increased due to negotiation and requests for aerial views of property. One-third of the property owners requested revisions to the temporary construction easements.

Councilman Williams asked if the light at 12<sup>th</sup> and Eastern was part of the original project. Mr. Ihler stated that the intersection at 12<sup>th</sup> and Eastern was originally a separate project before the two projects were combined. The intersection is part of the original contract.

Mayor Hamm asked if fencing along 12<sup>th</sup> Street between the railroad tracks and Broadway is included in the project. Mr. Ihler indicated that they are looking at replacing the chain link fencing with stockade fencing on the front of those properties bordering the south side of 12<sup>th</sup> Street.

**Councilman Webb moved to approve Addendum No. 3 with Freese and Nichols in the amount of \$55,775 for additional engineering services for the NE 12<sup>th</sup> Street Reconstruction (I-35 to Eastern Avenue) Project, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER THE FINAL PLAT OF CARDINAL LANDING PHASE 1, LOCATED IN THE NW/4 OF SECTION 30, T10N, R3W, BEING SOUTH OF SE 19TH STREET AND EAST OF BRYANT AVENUE. APPLICATION BY CALARA LAND OK, LLC/DEREK KENNEDY. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 1.

Elizabeth Weitman, Community Development Director, advised that the subject site is located south of SE 19<sup>th</sup> and east of Bryant Avenue. Ms. Weitman stated that in 2021 the property was zoned R-1 as a Planned Unit Development with a preliminary plat for 492 homes on 155 acres which resulted in a density of around 3 living units per acre. The PUD approved large communal open spaces with recreational amenities, but with narrower lots and smaller building setbacks to maximum the lot coverage requirements. A final plat for the addition was approved in 2023; however, since that time the property has come under new ownership and the final plat was expanded to include a secondary entrance to SE 19<sup>th</sup> Street with the first phase of development.

Ms. Weitman stated that public water and sewer will be extended to serve the site. Stormwater detention is required and will be provided in Common Area "B". FEMA floodplains/floodways are located along the southern boundary of the site with Lots 12-14 of Block 1 having portions of the lots within the 100-year floodplain. Ms. Weitman advised that all FEMA requirements for development in a floodplain must be met. To meet the 2021 Drainage Criteria, all lots must be set back a minimum of 25' from the top bank of the southern creek.

She advised that access will be provided by S. Bryant Avenue and SE 19<sup>th</sup> Street. Ms. Weitman indicated that with the zoning approval in 2023, Council mandated the construction of a 10' wide multi-trail along S. Bryant Avenue to comply with the Comprehensive Plan. This phase of the development includes approximately 850' of frontage along S. Bryant Avenue.

Ms. Weitman stated that the Envision Moore 2040 Plan calls for this location to be Open Space Residential. This application was reviewed as to its conformance with the intent of the Plan. Due to the amenities provided in the PUD and the overall open space, staff determined that it conforms with the comprehensive plan and an amendment is not required. Staff recommended approval of the item.

Councilman Williams asked if there was any concern with the water flow through the area. Ms. Weitman indicated that one meeting was held with the applicant's engineer and the City's consulting engineer WSB (formerly Meshek and Associates). She stated that WSB is aware of the drainage issues since they did the modeling for the entire City. The requirements of the Drainage Criteria adopted in 2021 must be followed. Councilman Williams asked if downstream water flow will be affected. Ms. Weitman advised that the developer is not allowed to raise the base flood elevation upstream or downstream.



**Councilman Williams moved to a approve Addendum No. 3 with Freese and Nichols in the amount of \$55,775 for additional engineering services for the NE 12<sup>th</sup> Street Reconstruction (I-35 to Eastern Avenue) Project, second by Councilman Webb. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER THE FINAL PLAT OF ACE HARDWARE ADDITION, LOCATED IN THE SE/4 OF SECTION 12, T10N, R3W, BEING NORTH OF NE 12<sup>TH</sup> STREET AND EAST OF EASTERN AVENUE. APPLICATION BY WBR PROPERTIES, LLC/BEN ROBBINS. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 2.

Elizabeth Weitman, Community Development Director, advised that the vacant site is located north of NE 12<sup>th</sup> Street and east of Eastern Avenue and is zoned C-3 General Commercial District. The applicant proposes to develop an Ace Hardware on the 1.79 acre site for retail sales. Approval of the proposed final plat is necessary for development of the property.

Public water and sewer is available to the site. Access will be provided by N. Eastern Avenue. The development will be limited to one 30' wide driveway. Ms. Weitman advised that there is no FEMA regulated floodplain located on the site. Stormwater detention is required, and all requirements of the 2021 Drainage Criteria must be met.

Ms. Weitman indicated that the property is located along a major arterial roadway that is generally developed with lighter commercial to the north and south and abutting a residential neighborhood to the east. Due to the lighter intensity of the surrounding uses, any outdoor display will be reviewed at the Occupancy Permit stage to ensure property screening and placement in order to preserve the integrity of the surrounding area. The Envision Moore 2040 Plan designates the area as Neighborhood Commercial. The application was reviewed as to its conformance with the intent of the Plan. Based on the proposed use and compliance with the City Code, staff believes this application meets the intent of the land use and an amendment is not required. Staff recommended approval of the item.

Councilman Williams asked if the development will have on-site detention. Ms. Weitman stated that the applicant is looking into parking lot detention which is allowed by Code. It works primarily with smaller sites with not a lot of run-off. The site is relatively flat and the stormwater can be collected into the contour of the parking lot.

**Councilman Williams moved to a approve the Final Plat of Ace Hardware Addition, located in the SE/4 of Section 12, T10N, R3W, being north of NE 12<sup>th</sup> Street and east of Eastern Avenue. Application by WBR Properties, LLC/Ben Robbins, second by Councilman Clark. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER REZONING APPLICATION NO. RZ-1053, LOCATED IN THE NE/4 OF SECTION 16, T10N, R3W, BEING SOUTH OF NW 12TH STREET AND WEST OF SANTA FE AVENUE, FROM C-3 GENERAL COMMERCIAL DISTRICT TO C-3/PU GENERAL COMMERCIAL DISTRICT WITH A PERMISSIVE USE FOR

AUTOMOTIVE AND EQUIPMENT; LIGHT; AND APPROVE ORDINANCE NO. 45(25). APPLICATION BY SONA PROPERTY MANAGEMENT, LLC/BHUPINDER SINGH. (PLANNING COMMISSION RECOMMENDED DENIAL 7-0). WARD 2.

Elizabeth Weitman, Community Development Director, stated that the subject site contains a strip center with retail spaces located south of NW 12<sup>th</sup> Street and east of N. Robinson Avenue. The property is zoned C-3 General Commercial District and consists of one lot on approximately one acre.. The applicant proposes to rezone the property to C-3/PU General Commercial District with a Permissive Use to operate a tire retail and repair shop. Ms. Weitman indicated that public water and sewer are available to serve the site. Access will be provided by NW 12<sup>th</sup> Street and N. Robinson Avenue. The site does not contain a FEMA regulated floodplain or floodway, and since there are no plans for new structures to be constructed on site; stormwater detention will not be required at this time.

She stated that the parcel is located in an area experiencing renewed development interest with residential uses being considered or in the planning stages to the north and south of the subject site. The Site has been used in the past for various retail and commercial businesses that support the residential uses in the area. While not requesting to change the underlying zoning, the applicant is asking for a permissive use to allow the use unit classification of "Automotive and Equipment: Light", which includes tire retail sales and repairs, car washes, auto alarm installation, and auto repairs.

Ms. Weitman stated that the existing strip center is intended for retail storefronts only. There are no overhead doors or other areas that could accommodate indoor automotive repair work. The applicant has indicated that the repair work would be conducted outdoors to the east or south side of the facility. Potential land use conflicts that could arise from such an arrangement include unsightly storage or display of tires, unmitigated noise coming from the outdoor automotive work, and the potential for light trespass in the event work is performed outside of daylight hours.

The Envision Moore 2040 Plan calls for the area to be Community Commercial characterized by medium intensity commercial uses, which include retail, office and service uses. The application was reviewed as to conformance with the Plan. With the land use being designated as Community Commercial Center retail and medium intensity commercial uses are encouraged, but only if the characteristics of such uses are compatible with the surrounding area. This site is in close proximity to existing and planned residential uses. The proposed use with outdoor auto repair activity and tire displays are likely to have a negative impact to the surrounding existing and planned residential developments; therefore, staff believes the application does not meet the intent of the comprehensive plan and recommends denial of the application.

Councilman Williams asked if it was the intent of the applicant to utilize the entire strip center. Ms. Weitman stated that the applicant owns the entire strip center but intended to use one of the rental spaces on the east end of the building for office and retail space for sale of the tires, The installation or repair of the tires would occur outside. Councilman Williams noted that Ms. Weitman that there had been an increase in development within the area and asked if she could elaborate. Ms. Weitman stated the area to the north has a newly approved residential development, another one is in the planning phase, and a potential multi-family development located to the south of the subject property is in the initial planning phase. There is new interest in the area which is hoped to spur some commercial interest as well.

Mayor Hamm asked if the applicant was in attendance and wished to speak. It was determined that the applicant was not there. Ms. Weitman advised that the Planning Commission denied the application and no residents appeared on the item.



**Councilwoman Hunt moved to deny Rezoning Application No. RZ-1053, located in the NE/4 of Section 16, T10N, R3W, being south of NW 12th Street and west of Santa Fe Avenue, from C-3 General Commercial District to C-3/PU General Commercial District with a Permissive Use for Automotive and Equipment; Light; and approve Ordinance No. 45(25), second by Councilman Clark. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 47(25) AMENDING PART 12, CHAPTER 2, ARTICLE A, SECTION 12-206(E)(47) OF THE MOORE LAND DEVELOPMENT CODE BY REMOVING TATTOO AND/OR BODY PIERCING PARLORS FROM THE "RETAIL SALES AND SERVICES: RESTRICTED" USE UNIT CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER.

Elizabeth Weitman, Community Development Director, stated that Agenda Items No. 9 and 10 are companion items. Ms. Weitman advised that the Community Development department receives calls from individuals who wish to open a tattoo parlor. Staff is hesitant to recommend rezonings for tattoo parlors due to the other undesirable uses in the use unit classification such as pawn shops, food banks, blood donation centers, things you would not want to see a lot of in your community, specifically in congregated areas and other specific areas. Staff believes tattoo parlors were grouped with these other services because they were once considered taboo. In order to be more business friendly and streamline the process while managing the location of the tattoo parlors; staff proposes to remove that use from the "Retail Sales and Services, Restricted" use unit classification and place it as a Special Use Permit. The Special Use Permit goes through a rezoning process so it will require public notification and would still require a Planning Commission and City Council hearing. It would allow the City to place special conditions on the businesses which include:

- A tattoo parlor cannot be located closer than 1,000 feet to a bar, nightclub, adult entertainment establishment, pawn shop, blood plasma donation center, and surplus stores. This would prevent those types of uses being together and having one area of town devolve into a red light district.
- The property cannot be located closer than 300 feet to residential properties.
- The Special Use Permit can be revoked or suspended for good cause by the City Council.

In order to keep up with modern trends, staff recommended approval of the proposed changes.

**Councilman Clark moved to a approve Ordinance No. 47(25), second by Councilwoman Griffith. Motion carried unanimously.**

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

**Agenda Item Number 10 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 48(25) AMENDING PART 12, CHAPTER 4, ARTICLE H, SECTION 12-462 OF THE MOORE LAND DEVELOPMENT CODE BY ADDING "TATTOO AND/OR BODY PIERCING STUDIOS" AS A SPECIAL USE PERMIT; ESTABLISHING USE RESTRICTIONS; AND ESTABLISHING A SPECIAL USE PERMIT REVOCATION PROCESS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER.

**Councilwoman Griffith moved to a approve Ordinance No. 48(25), second by Councilman Clark. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF ORDINANCE NO. 1071(25) AMENDING PART 4 *ANIMALS*; ARTICLE 4-1C *IMPOUNDMENT REGULATIONS*; SECTION 4-134 *REDEMPTION OF ANIMAL*, BY ADDING LANGUAGE CLARIFYING WHEN THE ANIMAL IS AVAILABLE FOR ADOPTION; SECTION 4-135, *DISPOSITION OF IMPOUNDED ANIMALS* BY ADDING LANGUAGE CLARIFYING THAT THE ANIMAL IS AVAILABLE FOR ADOPTION AFTER THE FIVE (5) DAY HOLD; PROVIDING FOR A REPEALER; AND PROVIDING FOR SEVERABILITY.

Brian Miller, City Attorney, stated that Ordinance No. 1071(25) would amend the disposition of impounded animals' ordinance by removing the language that an animal will be destroyed after five days and replaces it with an animal will be put up for adoption after five days. Mr. Miller felt the original language could be interpreted to mean that an animal can be euthanized or destroyed after a five-day hold without any other reason other than the five-days had elapsed.

Councilwoman Hunt stated that unfortunately not every animal can be saved since some come to the shelter injured or sick. She asked if this type of situation was covered under another ordinance. Mr. Miller stated that the current ordinance does not cover that type of situation. He felt it would be a policy issue and an animal in pain or suffering could be euthanized. The change would prevent an animal from being euthanized simply because it had exceeded the five-day hold.

Brooks Mitchell, City Manager, advised that staff is in the process of updating the policies.

**Councilwoman Hunt moved to a approve Ordinance No. 1071(25), 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 THE 2024 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) AND ADOPT RESOLUTION NO. 123(25) SUBMITTING SAID REPORT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

Kahley Gilbert, Project-Grants Manager, that the Consolidated Annual Performance and Evaluation Report is submitted to HUD at the end of each program year. This report is for the 2024 program year which ended in September 2025. Ms. Gilbert indicated that the City was awarded \$345,997 in CDBG grant funds with \$65,456.72 available in unallocated CDBG-CV funds. Projects funded include:

- Home-delivered meals for seniors.
- Counseling for sexually abused children
- Youth counseling
- Forensic interviews for children

- Fair Housing Services
- Substance abuse counseling
- Utility and rental assistance
- Rental deposit assistance
- Food assistance
- Reconstruction of sewer lines in the Regency Park neighborhood

Ms. Gilbert stated that 942 residents benefitted from the Entitlement and Covid funds. She noted that \$3,376 was left over and will be rolled over into the current year budget.

**Councilman Webb moved to approve the 2024 Consolidated Annual Performance and Evaluation Report (CAPER) and adopt Resolution No. 123(25) submitting said report to the U.S. Department of Housing and Urban Development, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 13 being:**

CONSIDER AUTHORIZING THE PURCHASE OF 26 RIFLES FROM PROFORCE LAW ENFORCEMENT IN THE AMOUNT OF \$44,671.12 AS THE LOWEST QUOTE.

Police Chief Gibson stated that Agenda Items No. 13 and 14 are companion items. The first item is for the budgeted purchase of 26 rifles for the maintenance, update, and replacement of the Police Department's weapons system. Chief Gibson stated that the second item is for the purchase of the rifle attachments. Brooks Mitchell, City Manager, noted that this purchase will be funded through the General Fund.

Mayor Hamm asked if all of the officers were equipped with rifles. Chief Gibson indicated that they were. He noted that some of the older rifles would be utilized by the Detectives and non-front line personnel.

**Councilman Webb moved to authorize the purchase of 26 rifles from ProForce Law Enforcement in the amount of \$44,671.12 as the lowest quote, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 14 being:**

CONSIDER AUTHORIZING THE PURCHASE OF RIFLE ATTACHMENTS FOR DUTY USE FROM PREVIOUSLY USED VENDORS INCLUDING PROFORCE LAW ENFORCEMENT, H & H SHOOTING SPORTS, AND PRIMARY ARMS IN THE AMOUNT OF \$38,549.57, THE AGGREGATE OF THE LOWEST QUOTES.

Chief Gibson stated that the rifle attachments include sighting systems, suppressors, slings, and lights for the rifles approved under Agenda Item No. 13. He noted that the components will come from three different vendors.

**Councilwoman Griffith moved to authorize the purchase of rifle attachments for duty use from previously used vendors including ProForce Law Enforcement, H & H Shooting Sports, and Primary Arms in the amount of**

**\$38,549.57, the aggregate of the lowest quotes, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 15 being:**

CONSIDER APPROVAL OF THE BUDGETED PURCHASE OF TEN (10) TICKET WRITERS AND TEN (10) BLUETOOTH PRINTERS WITH ASSOCIATED ACCESSORIES, TO REPLACE OUTDATED MODELS, FROM TYLER TECHNOLOGIES IN THE AMOUNT OF \$35,917.00 USING SOURCEWELL CONTRACT NO. 060624-TTI.

Chief Gibson stated that eight ticket writers have gone down due to software and the software is not updatable. Chief Gibson He stated that the police officers use the ticket writers daily. They were already budgeted this year; however, they were moved forward on the capital purchases calendar due to the necessity of replacing the ones that are not operational.

**Councilman Webb moved to approve the budgeted purchase of ten (10) ticket writers and ten (10) Bluetooth printers with associated accessories, to replace outdated models, from Tyler Technologies in the amount of \$35,917.00 using Sourcewell Contract No. 060624-TTI, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 16 being:**

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, 2025; AND A \$250 END-OF-YEAR STIPEND FOR ALL OTHER ACTIVE PART-TIME EMPLOYEES AS OF DECEMBER 1, 2025 PER CITY RESOLUTION NO. 70(23).

Brooks Mitchell, City Manager, stated that the issuance of a stipend for employees is done at the end of each year to recognize the employees for their hard work and dedication. It is contingent upon the financial condition of the City. Mr. Mitchell felt that the City was in a position to do this and recommended approval.

Councilman Webb thanked Mr. Mitchell for keeping the City in a good financial position so they are able to show their appreciation to the employees.

Mayor Hamm noted that the City Council does not receive the stipend since they are not employees of the City.

**Councilwoman Hunt moved to 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, 2025; and a \$250 end-of-year stipend for all other active part-time employees as of December 1, 2025 per City Resolution No. 70(23), 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 7:31 P.M.**

**Agenda Item Number 17 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD NOVEMBER 17, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$695,239.16.

**Trustee Hunt moved to approve Consent Docket Items A-B, 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 18 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD NOVEMBER 17, 2025.
- B) APPROVE PAYMENT OF A WORKERS COMPENSATION SETTLEMENT IN THE AMOUNT OF \$37,962 FOR CBR NO. 2050001160 TO GARY HANSON; AND AUTHORIZE PLACEMENT ON THE AD VALORUM TAX ROLL.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$237,029.30.

**Trustee Clark to approve Consent Docket Items A-C, 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 7:32 P.M.**

**Agenda Item Number 19 being:**

NEW BUSINESS:

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

There were no citizen comments.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Mayor Hamm stated that the Christmas Spectacular and Tree Lighting Ceremony will be held on December 5, 2025 at Central Park from 6:30 p.m. to 8:30 p.m. The Fireworks show will begin around 8:20 p.m. There will be vendors, food trucks, and an appearance by Santa Claus and Mrs. Claus. He advised that on December 6, 2025 beginning at 6:00 p.m. the Old Town Association will be hosting the Christmas Parade of Lights. The parade will begin near NW 5<sup>th</sup> Street and will travel down Broadway, turn west onto Main Street and end at Chestnut Avenue. Mayor Hamm encouraged everyone to attend.

Mayor Hamm commented that he was honored to serve with the City Council and staff. He expressed appreciation to everyone for the work that they do.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, thanked John Parker, Finance Director, and his staff for their work on the annual audit. He congratulated him on the City receiving an unmodified opinion. Mr. Mitchell congratulated Sarah Hembree, Customer Service Supervisor, who is retiring after 27 years of service with the City. He stated that she did a wonderful job. Mr. Mitchell also thanked Dennis Bothell, Public Works Director, for his decision to treat the streets, consequently Moore didn't have the travel problems that other cities experienced.

Mr. Mitchell mentioned that the Council had been discussing a potential sales tax increase. He noted that some municipalities will have a sales tax increase to fund the Regional Transportation Authority; however, the City of Moore will not since we withdrew around 3 ½ years ago.

**Agenda Item Number 20 being:**

ADJOURNMENT

**Councilman Williams moved to adjourn the City Council meeting, second by Councilwoman Hunt. 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 7:37 p.m.**

TRANSCRIBED BY:

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RHONDA BAXTER, Executive Assistant

FOR:

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ADAM WEBB, MPWA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

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