

**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
JANUARY 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, January 21, 2025 at 6:30 p.m. with Vice-Mayor Louie Williams 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, Webb, Clark, Williams
ABSENT: Hamm

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; City Attorney/Risk Manager, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Deputy Chief Ryan Marlar; Human Resources Director, Christine Jolly; Network Technician, Thomas Farrar; Parks and Recreation Director, Sue Wood; Information Technology Director, David Thompson; Police Chief Todd Gibson; Sergeant Rebecca Miller; and Public Affairs Director/Assistant City Manager, Deidre Ebrey; 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 JANUARY 6, 2025.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD DECEMBER 3, 2024.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$3,331,680.97

Councilman Webb moved to approve Consent Docket Items 2A through 2C, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 3 being:

CONSIDER APPROVAL OF A LOT SPLIT LOCATED IN THE MIDWAY PLACE INDUSTRIAL PARK, BEING NORTH OF INDUSTRIAL DRIVE AND WEST OF S. BROADWAY AVENUE. APPLICATION BY FOUR PAR PROPERTIES, LLC/KENNY MEEK.

Elizabeth Weitman, Community Development Director, advised that the Midway Place Industrial Park Addition is located west of Broadway Avenue and south of SE 19th Street. It is currently zoned I-2 and is developed with two separate office buildings on one lot. Ms. Weitman stated that the applicant proposed splitting the lot into two parcels with one building located on each parcel in order to transfer ownership of one of the parcels. She indicated that the property has access to water and sewer. Access will be provided from Industrial Blvd. through one driveway and a parking lot that serves both buildings. A Cross Access Easement is being granted with the lot split and Maintenance Agreement will be filed in Cleveland County. Staff recommended approval of the item.

Councilman Webb moved to approve a lot split located in the Midway Place Industrial Park, being north of Industrial Drive and west of S. Broadway Avenue, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER APPROVAL OF AN INTERNET AUCTION AGREEMENT WITH PURPLE WAVE AUCTIONS TO FACILITATE THE SALE OF POLICE VEHICLES DECLARED AS SURPLUS.

Police Chief Todd Gibson stated that the proposed Internet Auction Agreement with Purple Wave Auctions is to auction off police vehicles being rotated out of the fleet. Purple Wave has been easy to work with while allowing the City to receive the maximum financial benefit from auctioning the vehicles.

Councilwoman Griffith moved to approve an Internet Auction Agreement with Purple Wave Auctions to facilitate the sale of police vehicles declared as surplus, second by Councilman Porter. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER DECLARING SIX (6) POLICE FLEET VEHICLES AS SURPLUS AND AUTHORIZE THEIR SALE BY PUBLIC AUCTION

Police Chief Todd Gibson advised that Council recently approved the purchase of six new police vehicles which will replace the six vehicles proposed as surplus. If the item is approved the vehicles will be placed for sale by public auction through Purple Wave Auctions.

Councilman Clark moved to declare six (6) police fleet vehicles as surplus and authorize their sale by public auction, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER AUTHORIZING THE POLICE DEPARTMENT AND SCIENS CONSULTING FIRM TO SOLICIT REQUEST FOR PROPOSALS FOR THE PURCHASE OF A COMPUTER-AIDED DISPATCH AND RECORDS MANAGEMENT SYSTEM IN REFERENCE TO RFP-2025-006.

Police Chief Todd Gibson advised that the Police, Fire, and Communication Center is requesting authorization to solicit Request for Proposals for purchase of a Computer-Aided Dispatch and Records Management System. Chief Gibson stated that Sciens Consulting worked with the City to determine the best system to purchase and would be assisting the City with the RFP process.

Councilman Webb moved to authorize the police department and Sciens Consulting Firm to solicit Request for Proposals for the purchase of a Computer-Aided Dispatch and Records Management System in reference to RFP-2025-006, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER ACCEPTANCE OF THE FY 2024 OKLAHOMA EMERGENCY MANAGEMENT PERFORMANCE (SUB)GRANT IN THE AMOUNT OF \$27,500, AND THE FY 2022 OKLAHOMA EMERGENCY MANAGEMENT PERFORMANCE TRAINING (SUB)GRANT IN THE AMOUNT OF \$800.

Gayland Kitch, Emergency Management Director, advised that the item is for acceptance of a grant from the Oklahoma Emergency Management Department in the amount of \$27,500 to supplement salaries in Emergency Management. Mr. Kitch stated that a second grant was awarded to the City for performance training.

Councilman Porter moved to accept the FY 2024 Oklahoma Emergency Management Performance (Sub)Grant in the amount of \$27,500, and the FY 2022 Oklahoma Emergency Management Performance Training (Sub)Grant in the amount of \$800, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER AUTHORIZING THE BUDGETED PURCHASE AND INSTALLATION OF REPLACEMENT BATTERIES FOR THE UNINTERRUPTIBLE POWER SUPPLY (“UPS”) FOR POLICE, DISPATCH, AND EOC IN THE AMOUNT OF \$46,520 FROM CIRCA, AN AUTHORIZED EATON REPRESENTATIVE, AS A SOLE SOURCE PROVIDER

David Thompson, Information Technology Director, stated that the item is for the purchase and installation of replacement batteries for the Uninterruptible Power Supplies for the Emergency Operations Center.

Councilman Clark moved to authorize the budgeted purchase and installation of replacement batteries for the Uninterruptible Power Supply (“UPS”) for police, dispatch, and EOC in the amount of \$46,520 from Circa, an authorized Eaton Representative, as a sole source provider, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A FY 24-25 BUDGET SUPPLEMENT TO RISK MANAGEMENT (FUND2) FOR ADDITIONAL INSURANCE PROCEEDS AND PHARMACY REBATES RECEIVED, THE GENERAL FUND (FUND 6) FOR UNBUDGETED MISCELLANEOUS REVENUES COLLECTED, THE SPECIAL REVENUE FUND (FUND 8) TO BUDGET FUNDS RECEIVED FROM DONATIONS (FIRE DEPT AND SAFETY TOWN), GRANT FUNDS AND EXCESS HOTEL/MOTEL COLLECTIONS, MOORE URBAN RENEWAL AUTHORITY (FUND 10) FOR A TRANSFER OF LOAN PROCEEDS FOR LAND ACQUISITIONS, AND TO THE ¼ CENT DEDICATED SALES TAX FUND (FUND 13) TO BUDGET ADDITIONAL SALES TAX COLLECTIONS IN THE CURRENT AND PREVIOUS YEARS.

John Parker, Finance Director, stated that the item was to budget items such as grant funds and donations that were not anticipated to be collected during the course of the year.

Councilwoman Hunt moved to approve a FY 24-25 budget supplement to Risk Management (Fund2)for additional insurance proceeds and pharmacy rebates received, the General Fund (Fund 6) for unbudgeted miscellaneous revenues collected, the Special Revenue Fund (Fund 8) to budget funds received from donations (Fire Dept and Safety Town), grant funds and excess Hotel/Motel collections, Moore Urban Renewal Authority (Fund 10) for a transfer of loan proceeds for land acquisitions, and to the ¼ Cent Dedicated Sales Tax Fund (Fund 13) to budget additional sales tax collections in the current and previous years, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 10 being:

CONSIDER APPOINTING A COUNCIL COMMITTEE TO REVIEW THE PROPOSALS FOR THE PROPOSED PUBLIC SAFETY FACILITY.

Brooks Mitchell, City Manager, advised that Mayor Hamm requested a Council committee review the 12 proposals received for a Public Safety Facility. Councilwoman Hunt advised that Mayor Hamm voiced his interest in serving on the committee and recommended Councilman Porter serve on the committee due to his law enforcement background. Councilman Clark mentioned that Mayor Hamm had also talked to him about serving on the committee.

Councilwoman Hunt moved to nominate Mayor Hamm, Councilman Porter and Councilman Clark to serve on a committee to review proposals for the proposed Public Safety Facility, second by Councilwoman Griffith. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:40 P.M.

Agenda Item Number 11 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JANUARY 6, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$2,298,793.34.

Trustee Griffith moved to approve Consent Docket Item 11A though 11B, second by Trustee Hunt. Motion carried unanimously.

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

Agenda Item Number 12 being:

CONSIDER APPROVAL OF A FY 24-25 BUDGET SUPPLEMENT TO THE MOORE PUBLIC WORKS AUTHORITY (FUND 5) FOR UNBUDGETED MISCELLANEOUS REVENUES COLLECTED.

John Parker, Finance Director, stated that this item was a companion to Agenda Item No. 9 and was for unbudgeted miscellaneous revenues collected in Fund 5.

Trustee Hunt moved to approve a FY 24-25 budget supplement to the Moore Public Works Authority (Fund 5) for unbudgeted miscellaneous revenues collected, second by Trustee Clark. Motion carried unanimously.

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

Agenda Item Number 13 being:

CONSIDER APPROVAL OF THE ANNUAL SOFTWARE LICENSING FEE WITH SMARTPHONE METER READING, LLC FOR METER READING SOFTWARE IN THE AMOUNT OF \$25,206.06.

John Parker, Finance Director, advised that the item was an annual software license for meter reading software. This is the first year that the cost exceeded the \$22,500 threshold requiring Council approval.

Trustee Webb moved to approve the annual software licensing fee with SmartPhone Meter Reading, LLC for meter reading software in the amount of \$25,206.06, second by Trustee Griffith. Motion carried unanimously.

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

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

Agenda Item Number 14 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JANUARY 6, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$283,962.15.

Trustee Clark moved to approve Consent Docket Items 14A and 14B, second by Trustee Griffith. Motion carried unanimously.

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 6:43 P.M. WITH CHAIRWOMAN KATHY GRIFFITH PRESIDING:

Agenda Item Number 15 being:

ROLL CALL

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

Agenda Item Number 16 being:

CONSENT DOCKET:

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

Trustee Hunt moved to approve Consent Docket Item 16A, second by Trustee Porter. Motion carried unanimously.

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:43 P.M. WITH VICE-MAYOR LOUIE WILLIAMS PRESIDING:

Agenda Item Number 17 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 Clark requested that Brooks Mitchell, City Manager, look at recommendations regarding the number of dogs allowed when operating a kennel as a Home Occupation.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that he will be attended a CMAO Conference the remainder of the week but will be available by phone if needed.

Agenda Item Number 18 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 6:45 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ROB CLARK, MPWA Secretary

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

ATTEST:

VANESSA KEMP, City Clerk