

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
SEPTEMBER 2, 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 September 2, 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 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; Network Technician, Thomas Ferrar; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Police Sergeant Kevin Stromski; Public Affairs Director/Assistant City Manager, Deidre Ebrey; and Public Works Director, Dennis Bothell.

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

Mayor Hamm presented a letter of appreciation and statue to Ralph Sherrard for 24 years of service on the Moore Planning Commission and 21 years of service on the Moore Board of Adjustment. He also presented a letter of appreciation and statue to Gary Lunow for 18 years of service on the Moore Planning Commission. Mayor Hamm thanked Mr. Sherrard and Mr. Lunow for their commitment to serving the City. Councilwoman Hunt advised that she began her service with the City by serving on the Planning Commission. She stated it was a pleasure to serve with Mr. Sherrard and Mr. Lunow during her time on the commission and expressed her appreciation for their service.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD AUGUST 18, 2025.
- B) ACCEPT THE SW 34TH STREET & I-35 24" WATERLINE PROJECT, BID NO. 2025-002 AS CONSTRUCTED BY MATTHEWS TRENCHING COMPANY, INC. IN THE AMOUNT OF \$829,977.00; AND IMPLEMENT THE TWO-YEAR MAINTENANCE BOND EFFECTIVE MARCH 1, 2025, THE DATE WHEN THE PROJECT WAS SUBSTANTIALLY COMPLETE.

- C) ACCEPT THE S. BRYANT AVENUE AND SE 4TH STREET AND DRAINAGE IMPROVEMENTS, BID NO. 2024-004, AS CONSTRUCTED BY SILVER STAR CONSTRUCTION COMPANY INC. IN THE AMOUNT OF \$1,125,453.35; AND IMPLEMENT THE TWO-YEAR MAINTENANCE BOND EFFECTIVE APRIL 1, 2025, THE DATE WHEN THE PROJECT WAS SUBSTANTIALLY COMPLETE.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$1,259,610.52 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$2,716,901.64.

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

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

Agenda Item Number 3 being:

RECEIVE A REPORT ON THE 2024-2025 STORMWATER QUALITY PROGRAM.

Lauren Purcell, Associate Planner, advised that the City of Moore is regulated under the OKRO4 General Permit as an MS4 Phase 2 operator. As part of the permit the City carries out certain storm water activities. Ms. Purcell summarized some of the activities conducted this fiscal year.

PUBLIC EDUCATION:

Staff conducted outreach with the Heritage Trails Elementary School fifth and six graders. A total of 175 students watched and participated in a watershed demonstration. Staff attended the Oasis Summer Camp and reached out to 150 campers. She stated that the City hosted two collection events for paper shredding in the fall and spring, and electronic waste at the City's recycle center. Public educational topics on fertilizer use, general stormwater tips, and proper cleanup of grass clippings were posted on social media. Ms. Purcell advised that the City works with Oklahoma City Hazardous Waste Facility to provide a location for Moore residents to dispose of hazardous waste products.

INDUSTRIAL STORMWATER RUNOFF CONTROL PROGRAM:

There is a requirement that at least 50% of the industrial sites are to be inspected. Staff inspected 66% of the industrial sites, including the Moore Wastewater Treatment Plant. Staff also worked with a City contractor to complete a Stormwater Pollution Prevention Plan for the Wastewater Treatment Plant.

ILLICIT DISCHARGE DETECTION AND ELIINATION PROGRAM:

Maintain a hotline posted on the website for individuals to call or post a message through email on stormwater complaints. Ms. Purcell stated that 35 complaints were received. All of the complaints were responded to or inspected within 24 hours. All appropriate City vehicles now carry spill kits as well as identification cards for illicit discharge or common pollutants. Six of the spill kits were used this fiscal year. Inspections were conducted on outfalls and dry weather field screening locations to assess conditions. Water samples were collected and found to be within the normal ranges. The City purchased a Heriba U50 Series water probe to take quarterly water samples. Also purchased were Nalgene storm water sampling bottles for capturing samples during larger stormwater events.

CONSTUCTION SITE STORMWATER RUNOFF CONTROL PROGRAM:

Staff is required to inspect active construction sites at least once a month for erosion and sediment control. Staff performs those inspections weekly and have conducted a total of 1,148 stormwater

inspections. New construction sites this year include 9 commercial sites, 2 multi-family sites, and 96 single-family sites. Currently there are 15 active land disturbance permits.

POST-CONSTRUCTION RUNOFF:

Once a construction site is completed staff is required to inspect 50% of privately owned structural BMPs. Those are the BMPs left permanently to collect stormwater. Staff inspected all 115 private and public detention ponds, which included City parks, HOAs and privately owned areas, with only one violation.

GOOD HOUSEKEEPING:

The Department of Environmental Quality audited the City's MS4 operations through the State on October 9, 2025 which included site inspections as well as the operations of the City's MS4 municipal sites.

Future goals include continuing to build a public education program with a plan to conduct more school age classroom presentations, build the Post Construction Notification and Inspection Program, enlist the help of privately owned detention ponds to do self-inspections and report those to the City, and continue staff training and stakeholder education.

Agenda Item Number 4 being:

RECEIVE THE MINUTES OF THE JUNE 10, 2025 PLANNING COMMISSION MEETING.

Elizabeth Weitman, Community Development Director, stated that there were six Planning Commissioners present at the June 10, 2025 meeting. Two of the commissioners were cycled off in August 2025. All of the new members and absent Planning Commissioners abstained from the voting on the minutes. Because the abstentions counted as no votes, the final vote to approve the minutes failed 4-5. Ms. Weitman noted that all members present at the June 10th meeting did vote to approve the minutes.

Councilman Williams moved to receive the minutes of the June 10, 2025 Planning Commission meeting, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF FIRST DUE, AN ALL-IN-ONE SOFTWARE PLATFORM, FROM LOCALITY MEDIA, INC. D/B/A FIRST DUE IN THE AMOUNT OF \$34,950 AS A SOLE SOURCE PROVIDER.

Fire Chief Marlar advised that the current electronic records management system is at end of life. This software program is utilized for incident reports, inspections, and training. Staff recommends Fire Due as the all-in-one software replacement platform. He stated that the reason it is considered a sole source provider is that, in addition to the components that many other providers offer, they include an electronic drag and drop command board that is used on a majority of the incident scenes to maintain accountability for personnel. They provide a dynamic pre-incident planning component that is very unique and no one else provides that marks fire suppression, hookup locations, hazardous materials, businesses, and contact numbers. First Due also has a component called Community Connect which allows notes, such as functional needs, to be attached to an address and notify the responding units in route.

Councilman Williams asked if the platform could import historical data from the other system. Chief Marlar indicated that it can, probably in a PDF format, but he believed the data could be maintained.

Councilman Williams moved to authorize the budgeted purchase of First Due, an all-in-one software platform, from Locality Media, Inc. d/b/a First Due in the amount of \$34,950 as a sole source provider, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER DECLARING ONE (1) PHOENIX HYDRAULIC RESCUE TOOL SET, MORE PARTICULARLY DESCRIBED IN "EXHIBIT A", AS SURPLUS AND AUTHORIZE SALE BY AUCTION.

Fire Chief Marlar advised that the Phoenix Hydraulic Rescue Tool Set was received on a truck in the 2000 era. The truck was donated and the equipment maintained; however, they have been unable to use it for many years and it is now obsolete since replacement parts cannot be found. Staff recommended declaring the equipment as surplus and authorizing its placement in a City auction.

Councilwoman Hunt moved to declare one (1) Phoenix hydraulic rescue tool set, more particularly described in "Exhibit A", as surplus and authorize sale by auction, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A NEW PHONE SYSTEM FOR THE CITY IN THE AMOUNT OF \$319,023.58 FROM CHICKASAW TELECOM UTILIZING STATE CONTRACT NO. ITSW1006.

David Thompson, Information Technology Director, advised that the manufacturer of the City's current phone system has indicated they will no longer provide support for it or license it. Therefore, staff is proposing the budgeted purchase of a new phone system.

Mayor Hamm indicated that there have been some issues with the phone system and asked if the new phone system would address those. Mr. Thompson stated that the main problem is due to staffing levels. He believes the new phone system would allow phone calls to be handled more effectively. Mayor Hamm asked who would be installing the new phone system. Mr. Thompson advised that Chickasaw Telecom would install the phones. Councilman Williams asked if it would give us growth capacity. Mr. Thompson replied that the telephone system would replace what we currently have, but there are options available to upgrade if necessary.

Councilman Clark moved to authorize the budgeted purchase of a new phone system for the City in the amount of \$319,023.58 from Chickasaw Telecom utilizing State Contract No. ITSW1006, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER AWARDING BID NO. 2026-001, BID "A" FOR MATERIALS ONLY FOR THE MOORE WWTP EFFLUENT SEWER FORCE MAIN RELOCATION IMPROVEMENTS, OTA PROJECT NO. EWC-28103A, JP 37100(38) TO ISCO INDUSTRIES, INC. IN THE AMOUNT OF \$4,652,807.70 AS THE LOWEST AND MOST RESPONSIVE BIDDER.

Jerry Ihler, Assistant City Manager, stated that Agenda Items No. 8 and 9 are companion items related to the wastewater treatment plant discharge lines, located north of Indian Hills Road, where the new turnpike will be constructed between I-35 and I-44. This will require relocation of the sewer lines. Mr. Ihler advised that the treated water travels from the treatment plan to a tributary before reaching the Canadian River. The City will purchase the materials now since delivery times are anticipated to be between 240 and 365 days. In this way, the materials will be available for the start of construction estimated to begin after the first of the year. Mr. Ihler advised that Agenda Item No. 8 is for award of the pipe material to ISCO Industries Inc. as the lowest responsive bidder. Mr. Ihler stated that the OTA will reimburse the City for the cost of the materials.

Note: There was a scrivener's error in the engineer's letter recommending award of the contract that was included as supporting documentation. The OTA Project Number should have read EWC-28103A and not EWC-27103A.

Councilman Williams moved to award Bid No. 2026-001, Bid "A" for Materials Only for the Moore WWTP Effluent Sewer Force Main Relocation Improvements, OTA Project No. EWC-27103A, JP 37100(38) to ISCO Industries, Inc. in the amount of \$4,652,807.70 as the lowest and most responsive bidder, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER AWARDING BID NO. 2026-001, BID "B" FOR MATERIALS ONLY FOR THE MOORE WWTP EFFLUENT SEWER FORCE MAIN RELOCATION IMPROVEMENTS, OTA PROJECT NO. EWC-28103A, JP 37100(38) TO MILFORD IN THE AMOUNT OF \$806,041.60 AS THE LOWEST AND MOST RESPONSIVE BIDDER.

Jerry Ihler, Assistant City Manager, advised that Agenda Item No. 9 is for the valves required as part of the project. Mr. Ihler recommended awarding the bid to Milford as the lowest and most responsive bidder.

Note: There was a scrivener's error in the engineer's letter recommending award of the contract that was included as supporting documentation. The OTA Project Number should read EWC-28103A and not EWC-27103A.

Councilwoman Hunt moved to award Bid No. 2026-001, Bid "B" for Materials Only for the Moore WWTP Effluent Sewer Force Main Relocation Improvements, OTA Project No. EWC-27103A, JP 37100(38) to Milford in the amount of \$806,041.60 as the lowest and most responsive bidder, 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 BUDGET SUPPLEMENTS FOR FY 2025-2026 FOR MULTIPLE FUNDS TO CARRY OVER PRIOR YEAR OPEN PURCHASE ORDERS.

John Parker, Finance Director, stated that the proposed budget amendment is to carryover open purchase orders remaining at the end of FY 25 for various products and services. The budget supplement will carry the money over into the FY 26 budget to complete the purchases.

Councilman Porter moved to approve budget supplements for FY 2025-2026 for multiple funds to carry over prior year open purchase orders, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 11 being:

CONSIDER APPROVAL OF A FY 24-25 BUDGET SUPPLEMENT TO THE MPWA FOR ADDITIONAL WATER AND REFUSE COLLECTIONS, THE SPECIAL REVENUE FUND (FUND 8) TO BUDGET FUNDS RECEIVED FROM DONATIONS (POLICE DEPARTMENT AND FIRE DEPARTMENT) AND GRANT FUNDS, DEBT SERVICE (FUND 9) ADDITIONAL INTEREST AND AD VALOREM TAXES, TO THE 1/8 CENT DEDICATED SALES TAX FUND (FUND 11) FOR ADDITIONAL SALES TAX, INTEREST AND PRIOR YEAR COLLECTIONS, TO THE 1/2 CENT DEDICATED SALES TAX FUND (FUND 12) FOR ADDITIONAL SALES TAX, SRO REIMBURSEMENTS AND PRIOR YEAR COLLECTIONS, AND TO THE ¼ CENT DEDICATED SALES TAX FUND (FUND 13) TO BUDGET ADDITIONAL SALES TAX AND INTEREST COLLECTIONS IN THE CURRENT AND PREVIOUS YEARS.

John Parker, Finance Director, stated that a number of revenues came in above collections last year, some of which were donations for specific purposes. Mr. Parker indicated that the proposed budget amendment will utilize those funds for the various projects and operating expenditures for which they were intended.

Councilwoman Hunt moved to approve a FY 24-25 budget supplement to the MPWA for additional water and refuse collections, the Special Revenue Fund (Fund 8) to budget funds received from donations (Police Department and Fire Department) and grant funds, Debt Service (Fund 9) additional interest and ad valorem taxes, to the 1/8 Cent Dedicated Sales Tax Fund (Fund 11) for additional sales tax, interest and prior year collections, to the 1/2 Cent Dedicated Sales Tax Fund (Fund 12) for additional sales tax, SRO reimbursements and prior year collections, and to the ¼ Cent Dedicated Sales Tax Fund (Fund 13) to budget additional sales tax and interest collections in the current and previous years, second by Councilman Williams. 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 6:54 P.M.

Agenda Item Number 12 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD AUGUST 18, 2025.
- B) RATIFY ACTION OF THE CITY COUNCIL REGARDING BUDGET SUPPLEMENTS FOR FY 2025-2026 FOR PRIOR YEAR PURCHASE ORDER CARRYOVERS
- C) RATIFY ACTION OF THE CITY COUNCIL REGARDING FY 2024-2025 BUDGET SUPPLEMENTS TO THE MPWA.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2024-2025 IN THE AMOUNT OF \$12,380.70 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$499,881.25.

Trustee Hunt moved to approve Consent Docket Items A-D, 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 6:55 P.M.

Agenda Item Number 13 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD AUGUST 18, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$597,311.92.

Trustee Griffith to approve Consent Docket Items A-B, second by Trustee Clark. 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 6:55 P.M.

Agenda Item Number 14 being:

NEW BUSINESS:

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

Mark Jones, 3313 Carol Circle, stated that he lives in Estelle's Country Club Estates next to where the new Broadmoore Heights addition is being built. Mr. Jones understood that there would be a procedure for developing the property that would limit water drainage into their neighborhood. However, since the construction started they have had flooding problems with water running from Broadmoore Heights to SE 33rd which runs directly to his house. He indicated that a pond that was constructed is causing issues due

to silt backing up into the street. Mr. Jones was requesting that someone look into the situation to see if there is a way to limit the amount of water coming into his neighborhood. He added that flumes were constructed many years ago, but they weren't constructed to handle the additional flow directed onto 33rd Street. Mr. Jones presented Council with information regarding the situation. Mayor Hamm indicated he, and the council members for his ward, would visit with Mr. Jones following the meeting. He stated that they will review the information left by Mr. Jones and make sure the City Manager also has a copy. Mr. Jones noted that a video link was emailed to the City Clerk showing one of the trouble areas.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Mayor Hamm recognized Jimmy Carter who was a math teacher at Highland East Junior High for many years and participated in the planning of Veterans Memorial Park. He thanked Mr. Carter for his attendance at the meeting.

Councilman Clark stated that he attended an awards ceremony for Police, Fire and Dispatch on August 25, 2025 and wished to individually recognize the individuals that received the awards:

POLICE DEPARTMENT:

Meritorious Service with Risk Medal for July 31, 2025 (Burglary suspect with a knife)

Master Sergeant Benjamin Barnes
Officer Joel Hendershot
Sergeant William Lentz
Master Sergeant Jeremy Lewis
Staff Sergeant Austin Schettler

Meritorious Service with Risk Medal for April 19, 2025 (Flood)

Lieutenant Carlos Robinson

Life Saving Award (for suicidal juvenile female)

Sergeant William Lentz

Dispatchers - Letter of Recognition for April 19, 2025 (Flood)

Sarah Ansari
Jessica Bossart
Grayson Christensen
Kiara Grady
Sue McKenzie (Dispatch Lead)
Ryel Miller
Tessa Radford

Patrol - Letters of Recognition April 19, 2025 (Flood)

Officer Jason Babbitt
Detective Jeremy Ballard
Officer Esmeralda Carter
Officer Alex Dos Santos
Officer Caitlin Feland
Officer Jana Harrold
Officer Jordan Henderson
Detective Brandon Hicks
Detective Jason Landrum
Officer Christopher Muter
Officer Ryann Rumsey

Lieutenant Eric Thomas
Lieutenant Joe Williams
Officer Cody Williamson

FIRE DEPARTMENT:

Medal of Courage and Live Saving April 19, 2025 (Swiftwater Incident)

Corporal Ace Parchami – Medal of Courage & Life Saving
Corporal Jakob Bell – Medal of Courage & Life Saving
Major Alex Meron – Life Saving
Corporal Quiton Zima – Life Saving
Lieutenant Joe Williams (Moore Police) – Life Saving

Medal of Courage and Live Saving June 4, 2024 (Swiftwater Incident)

Major Shonn Neidel - Medal of Courage & Life Saving
Lieutenant Shawn Coffey - Medal of Courage & Life Saving
Corporal Caleb Holland - Medal of Courage & Life Saving
Corporal Tristan Marti - Medal of Courage & Life Saving

CPR Incident May 1, 2025

Lieutenant Adam Sullivan
Corporal Tyler White
Corporal Tanner Toney
Recruit FF Ryan Weller

CPR Incident April 29, 2024

Major Dustin Davis
Corporal Tyler Kelly
Corporal Tyler White

Baby Delivery May 27, 2025

Major Alex Meron
Corporal Quinton Zima

Councilman Clark stated that the City of Moore is blessed by our first responders and thanked them for their service.

Councilman Porter announced that the Moore War 5K Run was held August 23, 2025. He expressed his appreciation to the volunteers and City staff who participated in the event and commented on how great it is to see the community come together to attend these things. He felt that the City is blessed to have great people living here and to have great employees. He also thanked the runners and the schools for their participation in the event.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that BNSF track crew arrived on site to build the shoofly to reroute the train. He estimated that construction should take approximately six weeks to complete.

Agenda Item Number 15 being:

ADJOURNMENT

Councilwoman Griffith 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 7:07 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ADAM WEBB, MPWA Secretary

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

ATTEST:

VANESSA KEMP, City Clerk