



**AGENDA FOR THE REGULAR MEETING  
OF THE MOORE CITY COUNCIL  
MOORE PUBLIC WORKS AUTHORITY  
THE MOORE RISK MANAGEMENT BOARD  
AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY  
SEPTEMBER 15, 2025 – 6:30 P.M.  
301 N. BROADWAY**

*The City of Moore encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability (such as a hearing or speech disability) notification to the City Clerk at least forty-eight (48) hours prior to the scheduled public meeting is encouraged to allow the City to make the necessary accommodation.*

1) **CALL TO ORDER**

- A) Roll Call
- B) Pledge of Allegiance lead by Brooke McDonald with Girl Scout Troop 798
- C) Presentation honoring Shelia Haworth for 13 years of service on the Moore Board of Adjustment.
- D) Proclamation declaring September 17-23, 2025 as "Constitution Week"  
**Page 5**

2) **CONSENT DOCKET:** These items are placed on the Consent Docket so the council members, by unanimous consent, can approve routine agenda items by one motion. If any council member requests to discuss an item(s), or if there is not unanimous consent, then the item(s) will be removed and heard in regular order.

- A) Receive and approve the minutes of the regular City Council meeting held September 2, 2025. **Page 6**
- B) Accept a 15' sanitary sewer easement and a 10' waterline easement to serve 3200 S. Santa Fe. Application by Santa Fe Storage, LLC/Jay Johnston, Manager. **Page 16**
- C) Accept 204.31 sq. ft. of Temporary Construction Easement, from One More Shot, LLC for the construction of the Telephone Road (SW 34th to SW 19th Street) Project. **Page 21**
- D) Accept 137 sq. ft. of Permanent Roadway Easement, from Anthony Berryman & Pamela T. Berryman, husband and wife, for the construction of the SE 19th Street (S. Broadway and Eastern Avenue) Project. **Page 31**

- E) Accept 1007 sq. ft. of Permanent Roadway Easement, from AgapeLand Learning Center, LLC, for the construction of the SE 19th Street (S. Broadway and Eastern Avenue) Project. **Page 40**
- F) Approve contracts with Aging Services, Moore Youth and Family, Mary Abbott Children’s House, St. Vincent de Paul, Metropolitan Fair Housing, First United Methodist Church, and Central Oklahoma Community Action Agency, using Community Development Block Grant (“CDBG”) Entitlement funds. **Page 50**
- G) Receive and approve the annual update to the City’s Emergency Operations Plan.
- H) Approve and ratify claims and expenditures for FY 2025-2026 in the amount of \$2,675,385.67. **Page 147**

ACTION: \_\_\_\_\_

- 3) Consider authorizing the Police Department to solicit bids for the purchase of eight (8) budgeted fleet vehicles. **Police Page 192**

ACTION: \_\_\_\_\_

- 4) Consider approval of a contract with Precision Concrete Cutting for trip hazard assessment and horizontal saw cutting and shaving services at various sidewalk locations throughout the City in the amount of \$126,348.91 using The Interlocal Purchasing System (“TIPS”) No. 23010401. **Public Works Page 198**

ACTION: \_\_\_\_\_

- 5) Consider approval of an Interlocal Agreement with the Association of Central Oklahoma Governments (“ACOG”) for participation in the Community Economic Resiliency Initiative (CERI) Program which includes community research/mapping, coordination of public engagement meetings, development of design and/or planning recommendations and providing best practices training, at a funding level of up to \$25,000, with \$2,500 in matching funds from the City. **Community Development Page 210**

ACTION: \_\_\_\_\_

- 6) Consider approval of the Revised Utility Relocation Agreement with the Oklahoma Turnpike Authority (“OTA”) for the EWC-28103A, URA No. 1 – Effluent Line Relocation Project as part of the Access Oklahoma Program to improve and construct turnpike facilities in the vicinity of the City of Moore. **Management Page 212**

ACTION: \_\_\_\_\_

- 7) Consider approval of Amendment No. 1 in the amount of \$13,350 to the Agreement with Eagle Consultants, Inc. for additional survey services for the Wastewater Treatment Plant Effluent Discharge Pipeline Relocation Project, OTA Project No. EWC-28103A, JP 37100(38). **Management Page 218**

ACTION: \_\_\_\_\_

**RECESS THE CITY COUNCIL MEETING AND CONVENE THE MOORE PUBLIC WORKS AUTHORITY MEETING.**

- 8) CONSENT DOCKET:
- A) Receive and approve the minutes of the regular Moore Public Works Authority meeting held September 2, 2025.
  - B) Approve and ratify claims and expenditures for FY 2025-2026 in the amount of \$375,746.31. **Page 223**

ACTION: \_\_\_\_\_

- 9) Consider authorizing the budgeted purchase of 1,404 polycarts from Rehrig Pacific Company Container Group at a total cost of \$76,412.00 as the lowest quote. **Public Works Page 229**

ACTION: \_\_\_\_\_

**RECESS THE MOORE PUBLIC WORKS AUTHORITY MEETING AND CONVENE THE MOORE RISK MANAGEMENT MEETING:**

- 10) CONSENT DOCKET:
- A) Receive and approve the minutes of the regular Moore Risk Management meeting held September 2, 2025.
  - B) Approve and ratify claims and expenditures for FY 2025-2026 in the amount of \$233,002.50. **Page 238**

ACTION: \_\_\_\_\_

**RECESS THE MOORE RISK MANAGEMENT MEETING AND CONVENE THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING:**

- 11) ROLL CALL
- 12) CONSENT DOCKET:

- A) Receive and approve the minutes of the regular Moore Economic Development Authority meeting held August 18, 2025. **Page 267**

ACTION: \_\_\_\_\_

**RECESS THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING AND RECONVENE THE CITY COUNCIL MEETING:**

13) NEW BUSINESS:

- A) Citizens' forum for items not on the agenda.
- B) Items from the City Council/Trustees.
- C) Items from the City/Trust Manager.

14) EXECUTIVE SESSION

Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. It is the opinion of the City Attorney that the City Council may consider and adopt a motion to meet in executive session to discuss the following item(s):

- A) Consider approval of the Fiscal Year 2025-2026 contract between the City of Moore and the I.A.F.F. Local 2047 as authorized by 25 Okla. Stat. § 307(B)(2).
- B) Convene to Executive Session.
- C) Reconvene from Executive Session.
- D) Action

15) ADJOURNMENT

POSTED THIS 9TH DAY OF SEPTEMBER 2025 AT 1:45 P.M. ON THE BULLETIN BOARD OF CITY HALL, LOCATED AT 301 NORTH BROADWAY, MOORE, OKLAHOMA. NAME OF PERSON POSTING THIS NOTICE:

Rhonda Baxter  
RHONDA BAXTER, EXECUTIVE ASSISTANT





OFFICE OF THE MAYOR

# Proclamation



**Whereas**, September 17, 2025 marks the 238<sup>th</sup> anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**Whereas**, it is fitting and proper to accord official recognition of this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate the occasion; and

**Whereas**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17<sup>th</sup> through September 23<sup>rd</sup> as Constitution Week.

**Now, Therefore**, I Mark Hamm, by virtue of the authority vested in me as Mayor of the City of Moore do hereby proclaim the week of September 17-23, 2025 as

## “CONSTITUTION WEEK”

in the City of Moore and urge all citizens to reflect on the privilege of being an American, with all the rights and responsibilities that privilege involves, and to reaffirm the ideals Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

**Signed and approved** this 15<sup>th</sup> day of September 2025.

MARK HAMM  
Mayor

VANESSA KEMP  
City Clerk

**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 34<sup>TH</sup> 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 4<sup>TH</sup> 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.

**CONSTRUCTION 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 10<sup>th</sup> 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 Marljar 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 1/4 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 1/4 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 33<sup>rd</sup> 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 33<sup>rd</sup> 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

**The City of Moore**

301 N. Broadway  
Moore, OK 73160

**PERMANENT EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS THAT, SANTA FE STORAGE LLC**, their heirs, successors, and assigns (collectively "Grantor") for and in consideration of Ten Dollars and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant and convey unto the **CITY OF MOORE**, a municipal corporation, and its public trusts (collectively "Grantees") this Permanent Easement over, under, across, through and to the following described property situated in Cleveland County, Oklahoma, shown on **Exhibit "A" ("Subject Property")** for the use of the **Grantees** for the purpose of constructing, operating, maintaining, repairing, expanding, and replacing water and wastewater systems and associated facilities, connections, utilities, and appurtenances thereto (collectively "Utility Systems") and including the right of ingress and egress through Grantor's property to and from the Subject Property and all right, title and interest in and to any soil, earthen material, fixture, and appurtenances within the boundaries of the Subject Property, incidentally removed during the use of this Permanent Easement.

**THIS EASEMENT IS MADE SUBJECT TO THE FOLLOWING:**

1. Grantor agrees that no building or other similar structure shall be erected on, over or under the Subject Property.
2. Grantor may construct driveways and parking areas on the Subject Property.
3. Grantor agrees that Grantees will not maintain, repair or replace Grantor's improvements, including but not limited to fencing, landscaping, sprinklers, pools, sheds, mailboxes, driveways and parking areas whenever it becomes necessary to move or remove improvements, due to any operation, maintenance, replacement, expansion, or repair of the Utility Systems.
4. This Permanent Easement does not create an obligation upon the Grantees to construct, operate, maintain, replace, expand, or repair these Utility Systems, or provide services or functions. Once the Utility System is constructed the Grantees agree to operate, maintain, replace, expand, or repair the Utility System in accordance with Grantees' standards and policies.
5. The Grantees do not own the creek, river, lake, detention pond, drainage canal, if any, on or adjacent to the Subject Property and are not legally responsible nor does this Permanent Easement create an obligation upon the Grantees for changes, alterations and modifications to any part or parts of the Subject Property described herein, in the past, present or future, which may be affected in any manner by any change or changes in the course of the creek or waterway, by any accretion or erosion, or evulsion, or alluvion or combination thereof, touching or concerning any part of said Subject Property.

This Permanent Easement shall be perpetual and exclusive to Grantees and shall run in favor of the respective parties, hereto, their heirs, successors and assigns.

Dated this 14 day of August, 2025.

Jay C Johnston, Manager  
 SANTA FE STORAGE LLC  
  
 JAY JOHNSTON, MEMBER

STATE OF OKLAHOMA, COUNTY OF Oklahoma SS.

This instrument was acknowledged before me on this 14 day of August, 2025 by SANTA FE STORAGE, LLC.

My Commission Expires: 01/21/2028  
My Commission No. 04000550

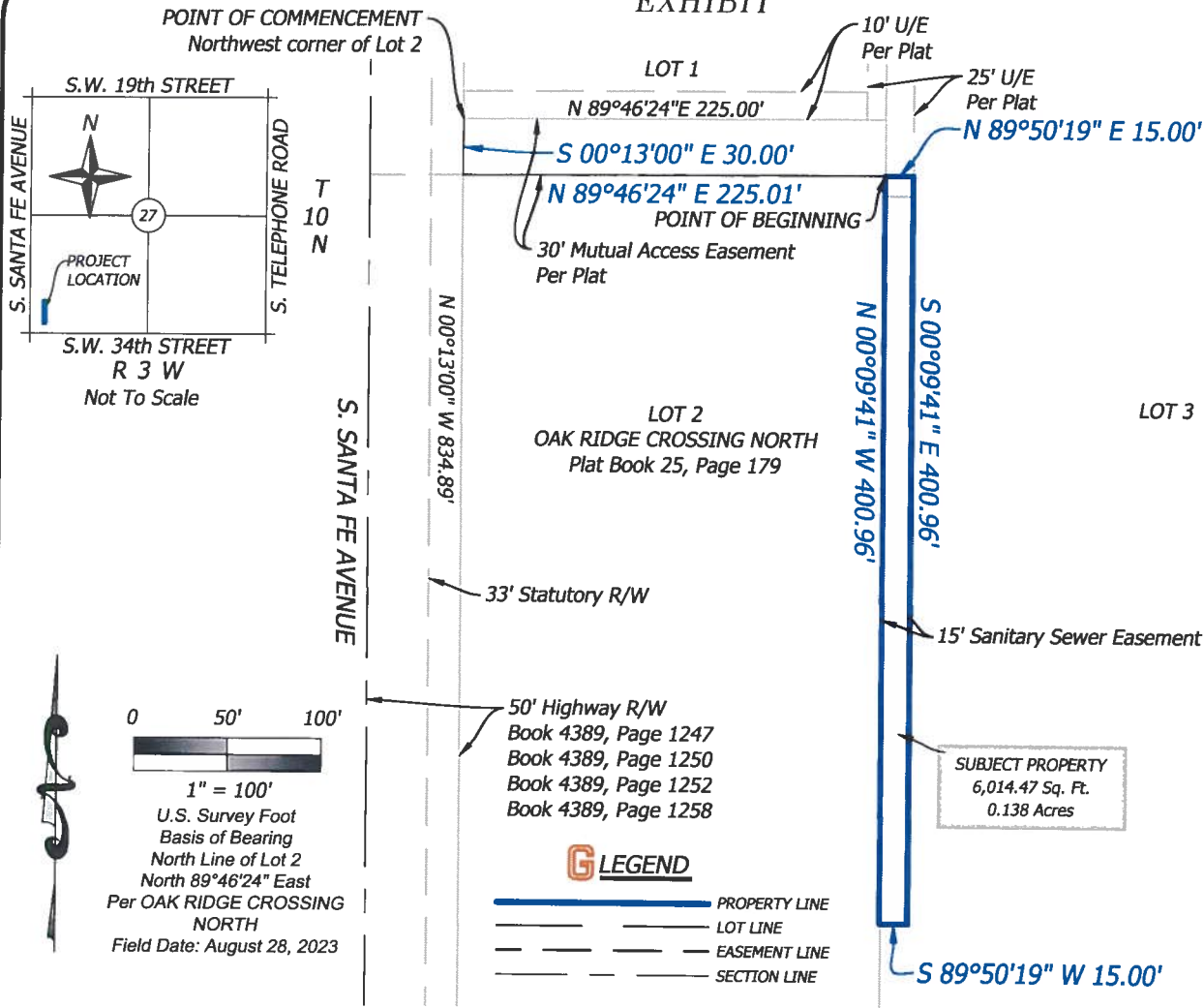
CSH Fetterbush  
 Notary Public

ACCEPTED by The City of Moore  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Clerk



EXHIBIT



**G LEGAL DESCRIPTION**

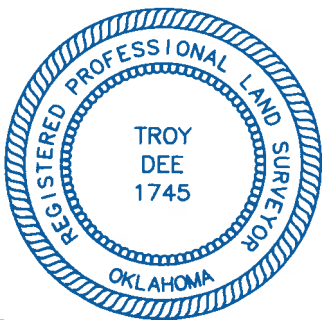
A tract of land lying in Lot Two (2) and Lot Three (3) of OAK RIDGE CROSSING NORTH, an Addition to the County of Cleveland, Oklahoma, being recorded in Plat Book 25, Page 179, being more particularly described as follows:

COMMENCING at the Northwest corner of said Lot Two (2) of OAK RIDGE CROSSING NORTH; Thence S00°13'00"E along the West line of said Lot 2 a distance of 30.00 feet; Thence N89°46'24"E and parallel with the North line of said Lot 2 a distance of 225.01 feet to the POINT OF BEGINNING; Thence N89°50'19"E a distance of 15.00 feet; Thence S00°09'41"E a distance of 400.96 feet; Thence S89°50'19"W a distance of 15.00 feet; Thence N00°09'41"W a distance of 400.96 feet to the POINT OF BEGINNING.

Containing 6,014.47 Sq. Ft. or 0.138 Acres, more or less.

Legal Description prepared on August 15, 2025 by Troy Dee, Registered Professional Land Surveyor No. 1745.

I, Troy Dee, herewith state that the above plat is a true and correct representation of a survey made on the ground, under my supervision Witness my signature and surveyors seal this 15 day of August, 2025.



*Troy Dee*  
 Troy Dee, PLS #1745  
 August 15, 2025

Prepared By  
**GOLDEN**  
**LAND SURVEYING**

4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120  
 C.A.# 7263 / Exp. Date =6/30/2026  
 Telephone: (405) 849-6010 Email: troy@goldens.com  
 Drafted by: JP GLS Job No.: 231845  
 Plot Date: August 15, 2025

Sheet 1 Of 1

**The City of Moore**

301 N. Broadway  
Moore, OK 73160

**PERMANENT EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS THAT, SANTA FE STORAGE LLC**, their heirs, successors, and assigns (collectively "Grantor") for and in consideration of Ten Dollars and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant and convey unto the **CITY OF MOORE**, a municipal corporation, and its public trusts (collectively "Grantees") this Permanent Easement over, under, across, through and to the following described property situated in Cleveland County, Oklahoma, shown on **Exhibit "A" ("Subject Property")** for the use of the **Grantees** for the purpose of constructing, operating, maintaining, repairing, expanding, and replacing water and wastewater systems and associated facilities, connections, utilities, and appurtenances thereto (collectively "Utility Systems") and including the right of ingress and egress through Grantor's property to and from the Subject Property and all right, title and interest in and to any soil, earthen material, fixture, and appurtenances within the boundaries of the Subject Property, incidentally removed during the use of this Permanent Easement.

**THIS EASEMENT IS MADE SUBJECT TO THE FOLLOWING:**

1. Grantor agrees that no building or other similar structure shall be erected on, over or under the Subject Property.
2. Grantor may construct driveways and parking areas on the Subject Property.
3. Grantor agrees that Grantees will not maintain, repair or replace Grantor's improvements, including but not limited to fencing, landscaping, sprinklers, pools, sheds, mailboxes, driveways and parking areas whenever it becomes necessary to move or remove improvements, due to any operation, maintenance, replacement, expansion, or repair of the Utility Systems.
4. This Permanent Easement does not create an obligation upon the Grantees to construct, operate, maintain, replace, expand, or repair these Utility Systems, or provide services or functions. Once the Utility System is constructed the Grantees agree to operate, maintain, replace, expand, or repair the Utility System in accordance with Grantees' standards and policies.
5. The Grantees do not own the creek, river, lake, detention pond, drainage canal, if any, on or adjacent to the Subject Property and are not legally responsible nor does this Permanent Easement create an obligation upon the Grantees for changes, alterations and modifications to any part or parts of the Subject Property described herein, in the past, present or future, which may be affected in any manner by any change or changes in the course of the creek or waterway, by any accretion or erosion, or evulsion, or alluvion or combination thereof, touching or concerning any part of said Subject Property.

This Permanent Easement shall be perpetual and exclusive to Grantees and shall run in favor of the respective parties, hereto, their heirs, successors and assigns.

Dated this 14 day of August, 2025.

Jay C Johnston, Manager  
SANTA FE STORAGE LLC  
  
JAY JOHNSTON, MEMBER

STATE OF OKLAHOMA, COUNTY OF Oklahoma, SS.

This instrument was acknowledged before me on this 14 day of August, 2025 by SANTA FE STORAGE, LLC.

My Commission Expires: 01/21/2028  
My Commission No. 04000550

CS Mettenbrink  
Notary Public

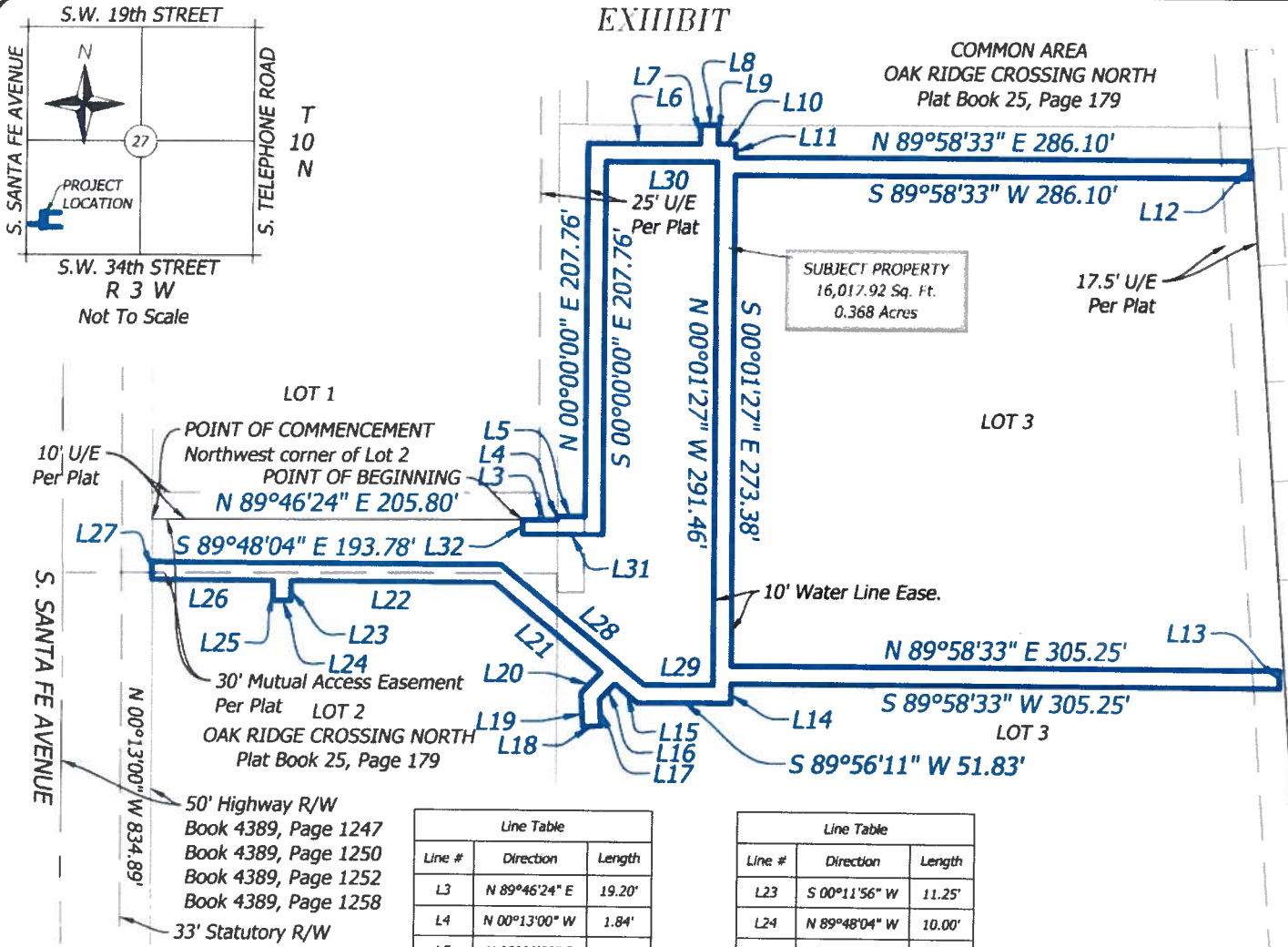


**ACCEPTED** by The City of Moore  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Clerk



EXHIBIT



**LEGEND**

- PROPERTY LINE
- LOT LINE
- EASEMENT LINE
- SECTION LINE

Line #	Direction	Length
L3	N 89°46'24" E	19.20'
L4	N 00°13'00" W	1.84'
L5	N 90°00'00" E	15.31'
L6	N 90°00'00" E	62.12'
L7	N 00°00'40" E	10.69'
L8	N 89°46'48" E	10.00'
L9	S 00°00'40" W	10.73'
L10	N 90°00'00" E	9.46'
L11	S 00°01'27" E	7.39'
L12	S 00°00'00" E	10.00'
L13	S 00°01'27" E	10.00'
L14	S 00°01'27" E	10.68'
L15	N 50°16'17" W	16.43'
L16	S 43°04'16" W	12.21'
L17	S 03°25'35" E	14.71'
L18	S 86°34'25" W	10.00'
L19	N 03°25'35" W	19.00'
L20	N 43°04'16" E	15.92'
L21	N 50°16'17" W	77.48'
L22	N 89°48'04" W	112.73'

Line #	Direction	Length
L23	S 00°11'56" W	11.25'
L24	N 89°48'04" W	10.00'
L25	N 00°11'56" E	11.25'
L26	N 89°48'04" W	67.39'
L27	N 00°13'00" W	10.00'
L28	S 50°16'17" E	103.91'
L29	N 89°56'11" E	38.22'
L30	N 90°00'00" W	61.58'
L31	N 90°00'00" W	44.47'
L32	N 00°13'00" W	8.08'

0 50' 100'



1" = 100'  
U.S. Survey Foot  
Basis of Bearing  
North Line of Lot 2  
North 89°46'24" East  
Per OAK RIDGE CROSSING  
NORTH  
Field Date: August 28, 2023



*Troy Dee*  
Troy Dee, PLS #1745  
August 18, 2025

Prepared By  
**GOLDEN**  
**LAND SURVEYING**  
4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120  
C.A.# 7263 / Exp. Date = 6/30/2026  
Telephone: (405) 849-6010 Email: troy@goldenis.com  
Drafted by: JP GLS Job No.: 231845  
Plot Date: August 18, 2025  
Sheet 1 Of 2

EXHIBIT

**G** LEGAL DESCRIPTION

A tract of land lying in Lot Two (2) and Lot Three (3) of OAK RIDGE CROSSING NORTH, an Addition to the County of Cleveland, Oklahoma, being recorded in Plat Book 25, Page 179, being more particularly described as follows:

COMMENCING at the Northwest corner of said Lot Two (2) of OAK RIDGE CROSSING NORTH; Thence N89°46'24"E along the North line of said Lot 2 a distance of 205.80 feet to the POINT OF BEGINNING; Thence continuing N89°46'24"E along the North line of said Lot 2 a distance of 19.20 feet to the Northeast corner of said Lot 2; Thence N00°13'00"W along the East line of Lot One (1) of said OAK RIDGE CROSSING NORTH a distance of 1.84 feet; Thence N90°00'00"E a distance of 15.31 feet; Thence N00°00'00"E a distance of 207.76 feet; Thence N90°00'00"E a distance of 62.12 feet; Thence N00°00'40"E a distance of 10.69 feet to a point on the North line of said Lot Three (3); Thence N89°46'48"E along the North line of said Lot 3 a distance of 10.00 feet; Thence S00°00'40"W a distance of 10.73 feet; Thence N90°00'00"E a distance of 9.46 feet; Thence S00°01'27"E a distance of 7.39 feet; Thence N89°58'33"E a distance of 286.10 feet; Thence S00°00'00"E a distance of 10.00 feet; Thence S89°58'33"W a distance of 286.10 feet; Thence S00°01'27"E a distance of 273.38 feet; Thence N89°58'33"E a distance of 305.25 feet; Thence S00°01'27"E a distance of 10.00 feet; Thence S89°58'33"W a distance of 305.25 feet; Thence S00°01'27"E a distance of 10.68 feet; Thence S89°56'11"W a distance of 51.83 feet; Thence N50°16'17"W a distance of 16.43 feet; Thence S43°04'16"W a distance of 12.21 feet; Thence S03°25'35"E a distance of 14.71 feet; Thence S86°34'25"W a distance of 10.00 feet; Thence N03°25'35"W a distance of 19.00 feet; Thence N43°04'16"E a distance of 15.92 feet; Thence N50°16'17"W a distance of 77.48 feet; Thence N89°48'04"W a distance of 112.73 feet; Thence S00°11'56"W a distance of 11.25 feet; Thence N89°48'04"W a distance of 10.00 feet; Thence N00°11'56"E a distance of 11.25 feet; Thence N89°48'04"W a distance of 67.39 feet to a point on the West line of said Lot 2; Thence N00°13'00"W along the West line of said Lot 2 a distance of 10.00 feet; Thence S89°48'04"E a distance of 193.78 feet; Thence S50°16'17"E a distance of 103.91 feet; Thence N89°56'11"E a distance of 38.22 feet; Thence N00°01'27"W a distance of 291.46 feet; Thence N90°00'00"W a distance of 61.58 feet; Thence S00°00'00"E a distance of 207.76 feet; Thence N90°00'00"W a distance of 44.47 feet; Thence N00°13'00"W and parallel with the West line of said Lot 2 a distance of 8.08 feet to the POINT OF BEGINNING;

Containing 16,017.92 Sq. Ft. or 0.368 Acres, more or less.

Legal Description prepared on August 15, 2025 by Troy Dee, Registered Professional Land Surveyor No. 1745.

I, Troy Dee, herewith state that the above plat is a true and correct representation of a survey made on the ground, under my supervision Witness my signature and surveyors seal this 15 day of August, 2025.



*Troy Dee*  
Troy Dee, PLS #1745  
August 15, 2025

Prepared By  
**GOLDEN**  
**LAND SURVEYING**

4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120  
C.A.# 7263 / Exp. Date =6/30/2026  
Telephone: (405) 849-6010 Email: troy@goldens.com  
Drafted by: JP GLS Job No.: 231845  
Plot Date: August 15, 2025

Sheet 2 Of 2





# SUMMARY OF ACQUISITION

JOB PIECE: 36864(04) CITY: Moore, PARCEL(S) 7

PROPERTY LOCATION: Section 26, Township 10N, Range 3W, Cleveland County

BUYER: **City of Moore, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

One More Shot, LLC  
8739 Davis Blvd.  
Keller, TX 76248

ASSIGNMENT: One More Shot, LLC

MORTGAGES AND LIENS: N/A – TCE Only

IMPROVEMENTS: None

DAMAGES: Parcel 7 – 204.31 SF of Temporary Construction Easement

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

<u>Temporary Construction Easement</u>	for Parcel <u>7</u>	for <u>204.31</u>	<u>SF</u>
_____	for Parcel _____	for _____	<u>SF</u>
_____	for Parcel _____	for _____	<u>SF</u>
_____	for Parcel _____	for _____	<u>SF</u>
_____	for Parcel _____	for _____	<u>SF</u>

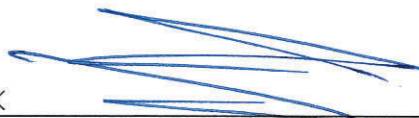
ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: \$500.00

BUYER AND SELLER AGREE:

Payment includes Any and All damages.  
\_\_\_\_\_  
\_\_\_\_\_

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of \$500.00 to One More Shot, LLC

X   
James T. Dreiling, Sole Member and Manager

8/21/25  
DATE

  
Alex David  
ACQUISITION AGENT

8/11/25  
DATE

J/P #: 36864(04)

Parcel #: 7

**TEMPORARY CONSTRUCTION EASEMENT**

KNOW ALL MEN BY THESE PRESENTS:

THAT One More Shot, LLC, a Texas limited liability company  
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one and no/100 DOLLARS (\$ 1.00)  
and other good, valuable and consideration, has/have this day sold to the City of Moore, Oklahoma a temporary  
easement over the following described land, to-wit:

**See attached Exhibit "A" – Map  
See attached Exhibit "B" – Legal Description**

It is a condition of this easement that it shall not be filed for record and that all rights conveyed to the City of Moore, Oklahoma and the Transportation Commission by this instrument shall terminate upon completion of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, \_\_\_\_\_  
it is the \_\_\_\_\_ owner(s) in fee simple of the above described tract that said tract is free and clear of all liens of  
any nature whatsoever except none

The undersigned owner(s) hereby designate and appoint the LLC  
as agent to execute the claim and receive the compensation herein named for said right-of-way.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 21<sup>st</sup>  
day of August, 2025

X \_\_\_\_\_  
James T. Dreiling, Sole Member and Manager

Individual Acknowledgement

State of Oklahoma )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

State of Oklahoma )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

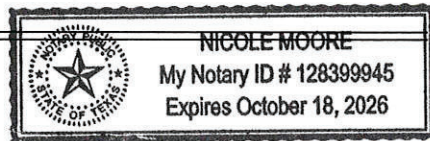
Individual Acknowledgement

State of ~~Oklahoma~~ Texas )  
 ) §  
County of Tarrant )

Before me, James T. Dreiling in and for this State, on this 21<sup>st</sup> day of August, 2025, personally appeared James T. Dreiling to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its sole member and manager, and acknowledged to me that he executed the same as his \_\_\_\_\_ free and voluntary act and deed, and as the free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: 10/18/2026  
Commission No. 128399945 Nicole Moore  
Notary Public



State of Oklahoma )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its \_\_\_\_\_, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, and as the free and voluntary act and deed of the \_\_\_\_\_ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

Trust/LLC/Corporation Acknowledgment

Trust/LLC/Corporation Acknowledgment

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this \_\_\_\_\_, the City Council of the City of Moore, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the City Manager and Clerk of said City of Moore to indicate the same by their signatures and seal of the City of Moore, State of Oklahoma.

CITY OF MOORE, OKLAHOMA

\_\_\_\_\_

Mark Hamm, Mayor

\_\_\_\_\_

Brooks Mitchell, City Manager

(SEAL)

ATTEST:

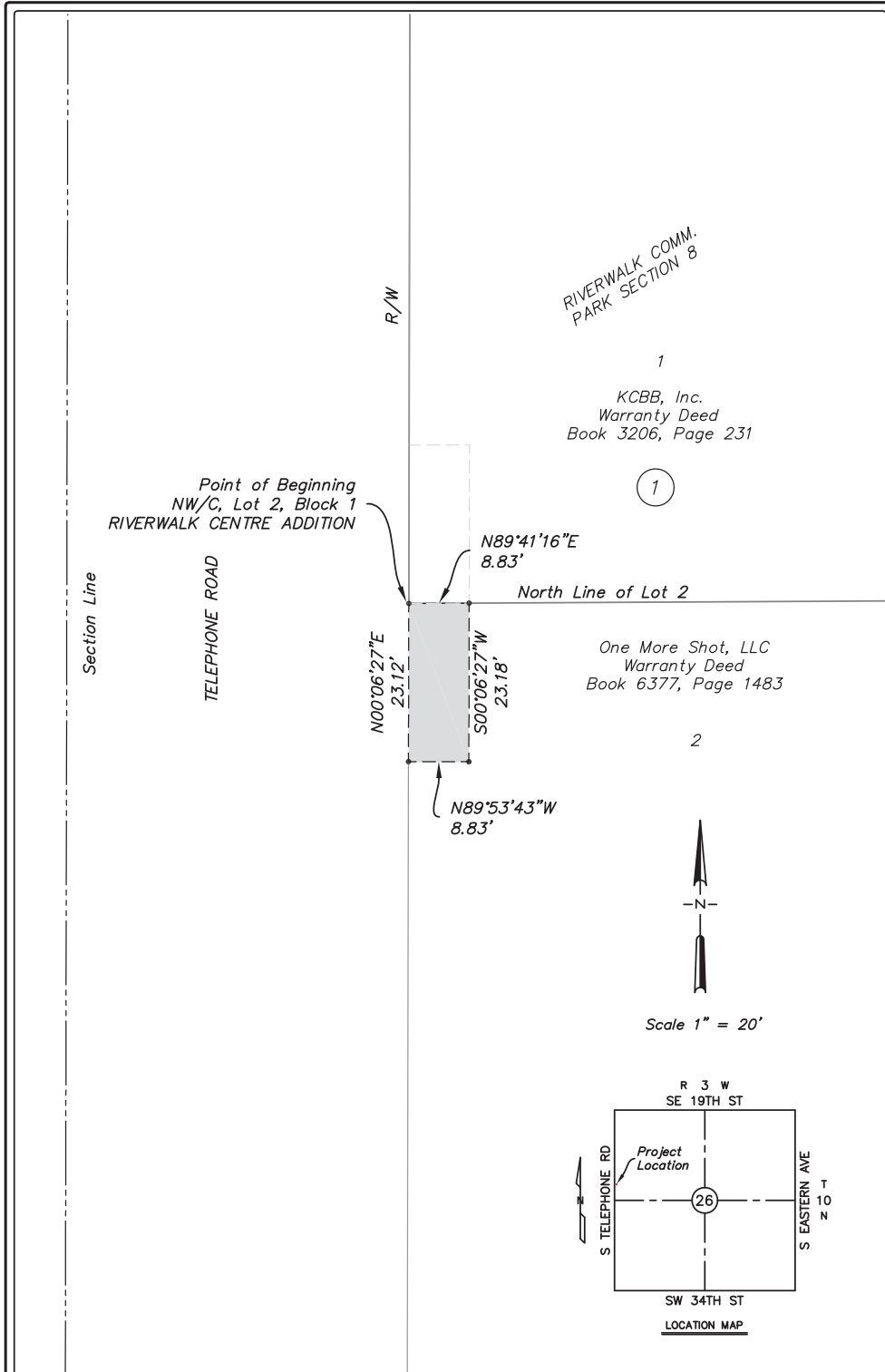
\_\_\_\_\_


CITY CLERK

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

CITY ATTORNEY



	3226 BART CONNER DRIVE, NORMAN, OK 73072 PH.(405)366-8541 FAX(405)366-8540 CA # 6975 <a href="http://www.lemke-is.com">http://www.lemke-is.com</a>	Surveyed By: N/A Drawn By: KG Approved By: BB Date: 01/23/2025 Scale: 1" = 20' Project No: 01359522	Project: TEMPORARY CONSTRUCTION EASEMENT PARCEL 7 Project Location: PT OF THE NW/4 SEC. 26 T-10-N, R-3-W, I.M., MOORE, OK Client: CITY OF MOORE
	Sheet 1 of 2		

**LEGAL DESCRIPTION**  
*Temporary Construction Easement*

*An Easement located in part of the Northwest Quarter (NW/4) of Section Twenty-six (26), Township Ten (10) North, Range Three (3) West of the Indian Meridian, Cleveland County, Oklahoma lying in Lot 2, Block 1 of of Riverwalk Centre Addition to the City of Moore, Cleveland County, Oklahoma. Said Easement being more particularly described as follows:*

*Beginning at the Northwest Corner of Lot 2, Block 1 of said Riverwalk Centre Addition;*

*Thence N 89°41'16" E along the North line of said Lot 2 a distance of 8.83 feet;*

*Thence S 00°06'27" W a distance of 23.18 feet;*

*Thence N 89°53'43" W a distance of 8.83 feet to a point on the West line of said Lot 2;*

*Thence N 00°06'27" E along the West line of said Lot 2 a distance of 23.12 feet to the point of beginning.*

*Said tract contains 0.005 acres (204.31 Sq. Ft.), more or less.*


*The basis of bearing is the West line of Lot 2, Block 1 of Riverwalk Centre Addition having a bearing of N 00°06'27" E based on Grid North as established by the Oklahoma State Plane System, NAD 83(2011), South Zone. This legal description was prepared on 01-15-2025 by or under the direct supervision of Brian C. Bird, PLS #1869, on the behalf of Parkhill Smith Cooper, Inc. DBA Lemke Land Surveying.*

Surveyors Certificate


*I, Brian C. Bird, Professional Land Surveyor on behalf of Parkhill Smith Cooper, DBA Lemke Land Surveying, hereby state that the attached drawing is a true and accurate representation of the easement description, as shown hereon, and is not a Land or Boundary Survey.*

\_\_\_\_\_  
*Brian Bird P.L.S. 1869*

\_\_\_\_\_  
*Date*

	3226 BART CONNER DRIVE, NORMAN, OK 73072 PH.(405)366-8541 FAX(405)366-8540 CA # 6975 <a href="http://www.lemke-ls.com">http://www.lemke-ls.com</a>	Surveyed By: N/A	Project: TEMPORARY CONSTRUCTION EASEMENT PARCEL 7	
		Drawn By: KG	Project Location: PT OF THE SW/4 SEC. 26 T-10-N, R-3-W, I.M., MOORE, OK	
		Approved By: BB	Date: 01/23/2025	Client:
		Scale:	Project No: 01359522	CITY OF MOORE
Sheet 2 of 2				



ODOT FORM 324a Rev. 06/2002 DEPARTMENT OF TRANSPORTATION  Notarized Claim Form		FUND	AGENCY	ORDER NO.	CLAIM NO.	CLAIM OF: <b>One More Shot, LLC</b>	
		345 <small>FOR AGENCY USE ONLY</small>					
ACCOUNT		SUB-ACTIVITY		OBJECT	CFDA	AMOUNT	FEI No.
							FOR <b>\$500.00</b> AGAINST
							Oklahoma Department of Transportation ASSIGNMENT
							I hereby assign this claim to
							and authorize the State Treasurer to issue a warrant in payment to said assignee.
Enter the partial payment or final payment number if claim is to be charged against an encumbered order.		Partial No.	Final No.	TOTAL AMOUNT		Date: _____	WARRANT (LOCATOR) NO.
				OSF- AUDITED BY		Claimant: _____	
Receipt of Goods or Services Date							
DATE OF DELIVERY	PURCHASE ORDER NUMBER	ITEM				UNIT PRICE	AMOUNT
		QUANTITY	UNIT	DESCRIPTION			
2025				Payment for: Parcel 7 - 204.31 SF of Temporary Construction Easement   Payment Includes ANY and ALL Damages.  Project: Telephone Rd. Job Piece: 36864(04) County: Cleveland Parcel: 7			\$500.00
The undersigned contractor or duly authorized agent, of lawful age, being first duly sworn, on oath says that this claim is true and correct. Affiant states that the work, services or materials as shown by this claim have been completed or supplied in accordance with plans, specifications, orders, requests and all other terms of the contract. Affiant further states that (s)he is the duly authorized agent of the contractor for the purpose of certifying the facts pertaining to the giving of things of value to government personnel in order to procure the contract or obtain payment, (s)he is fully aware of the facts and circumstances surrounding the making of the contract and has been personally and directly involved in the proceedings leading to the procurement of the contract and the filing of this claim, and, neither the contractor nor anyone subject to the contractor's direction or control has been paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the contract or obtaining payment.						Approval	
						Approval	\$500.00
						Approval	\$500.00
						Approval	\$500.00
Subscribed and Sworn before me on		9/21/25 Date		X  James T. Dreiling, Sole Member and Manager		Approval	
State of	Texas		County of	Tarrant		Commission Number	128399945
My Commission Expires	10/18/2026		Nicole Moore		Notary Public (or Clerk or Judge)		
ODOT Accounting Distribution							
ODOT Acct.	Job Piece	Item	Part	Amount	Object	Encumbrance	
APPROVAL I hereby approve this claim for payment and certify it complies with the purchasing laws of this State.							
Agency's Approving Officer							
Director							Date
Total							

J/P: 36864(04) \_\_\_\_\_  
City: Moore \_\_\_\_\_  
Parcel: 7 \_\_\_\_\_

CONSENT OF OWNERS RIGHT OF ENTRY

One More Shot, LLC, on this 21<sup>st</sup> Day of August 2025

Legal Description:

See attached Exhibit "A" - Legal Description

The undersigned owner(s) of said land hereby do/does give permission to, City of Moore, OK  
Whose address is 301 N. Broadway, Moore, OK 73160,

To enter upon said land(s) for the purpose of :

Surveying, Tree, Brush, and Grass Removal, Relocating and Maintaining Utilities, Providing a safe work area for construction and all construction activities necessary to complete the project.

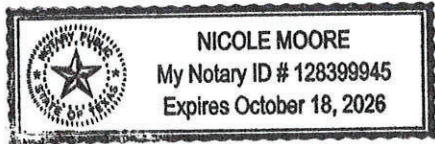
Other terms or comments:

This right-of-entry does not waive the owners right to file a claim for just compensation, either through negotiations or condemnation.

Authorized occupant / Owner(s):

[Signature]  
X \_\_\_\_\_  
James T. Dreiling, Sole Member and Manager

SUBSCRIBED and sworn to before me this 21<sup>st</sup> day of August, 2025.



Nicole Moore  
Notary Public

My commission expires: 10/18/2026

My Commission No: 128399945  
(SEAL)



**LEGAL DESCRIPTION**  
Temporary Construction Easement

An Easement located in part of the Northwest Quarter (NW/4) of Section Twenty-six (26), Township Ten (10) North, Range Three (3) West of the Indian Meridian, Cleveland County, Oklahoma lying in Lot 2, Block 1 of of Riverwalk Centre Addition to the City of Moore, Cleveland County, Oklahoma. Said Easement being more particularly described as follows:

Beginning at the Northwest Corner of Lot 2, Block 1 of said Riverwalk Centre Addition;

Thence N 89°41'16" E along the North line of said Lot 2 a distance of 8.83 feet;

Thence S 00°06'27" W a distance of 23.18 feet;

Thence N 89°53'43" W a distance of 8.83 feet to a point on the West line of said Lot 2;

Thence N 00°06'27" E along the West line of said Lot 2 a distance of 23.12 feet to the point of beginning.

Said tract contains 0.005 acres (204.31 Sq. Ft.), more or less.


The basis of bearing is the West line of Lot 2, Block 1 of Riverwalk Centre Addition having a bearing of N 00°06'27" E based on Grid North as established by the Oklahoma State Plane System, NAD 83(2011), South Zone. This legal description was prepared on 01-15-2025 by or under the direct supervision of Brian C. Bird, PLS #1869, on the behalf of Parkhill Smith Cooper, Inc. DBA Lemke Land Surveying.

Surveyors Certificate

I, Brian C. Bird, Professional Land Surveyor on behalf of Parkhill Smith Cooper, DBA Lemke Land Surveying, hereby state that the attached drawing is a true and accurate representation of the easement description, as shown hereon, and is not a Land or Boundary Survey.

\_\_\_\_\_  
Brian Bird P.L.S. 1869


\_\_\_\_\_  
Date

	3226 BART CONNER DRIVE, NORMAN, OK 73072 PH.(405)366-8541 FAX(405)366-8540 CA # 6975 <a href="http://www.lemke-ls.com">http://www.lemke-ls.com</a>	Surveyed By: N/A	Project: TEMPORARY CONSTRUCTION EASEMENT PARCEL 7	
		Drawn By: KG	Project Location: PT OF THE SW/4 SEC. 26 T-10-N, R-3-W, I.M., MOORE, OK	
		Approved By: BB	Date: 01/23/2025	Client:
		Scale:	Project No: 01359522	CITY OF MOORE
Sheet 2 of 2				

J/P No. 36864(04)  
 Project: Telephone Rd  
 County: Cleveland  
 Parcel: 7

**Business Certification and Affidavit**

I, James T. Dreiling as Sole Member and Manager do hereby state that I have the legal authority to act on behalf of One More Shot, LLC and to grant, convey, bargain or sell any real property and conduct any other legal business transactions.

X   
 James T. Dreiling, Sole Member and Manager

8/21/25  
 Date

STATE OF Texas )  
 ) ss.  
 COUNTY OF Tarrant )

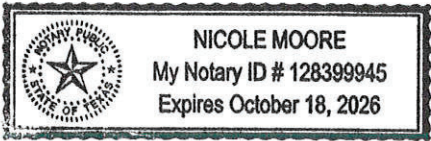
Before me, a Notary Public in and of this State, on this 21st day of August, 2025, personally appeared James T. Dreiling, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its sole member and manager and acknowledged to me that he executed the same as his free and voluntary act and deed of the LLC, for the uses and purposes therein set forth.

Witness my hand and seal the day and year above written.

Nicole Moore  
 Notary Public

My Commission Expires: 10/18/2026

My Commission No.: 128399945





# SUMMARY OF ACQUISITION

JOB PIECE: 22-01405 19<sup>th</sup>, Broadway & Eastern CITY: Moore, PARCEL(S) 1

PROPERTY LOCATION: Section 23, Township 10N, Range 3W, Cleveland County

BUYER: City of Moore, Oklahoma

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Anthony Berryman and Pamela T. Berryman  
317 S.E. 19<sup>th</sup> Street  
Moore, OK 73160

ASSIGNMENT: Anthony Berryman and Pamela T. Berryman

MORTGAGES AND LIENS: None

IMPROVEMENTS: None

DAMAGES: Parcel 1: 137 SF of Permanent Easement

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Permanent Roadway Easement for Parcel 1 for 137 Sq Ft  
\_\_\_\_\_ for Parcel \_\_\_\_\_ for \_\_\_\_\_ Sq Ft  
\_\_\_\_\_ for Parcel \_\_\_\_\_ for \_\_\_\_\_ Sq Ft  
\_\_\_\_\_ for Parcel \_\_\_\_\_ for \_\_\_\_\_ Sq Ft  
\_\_\_\_\_ for Parcel \_\_\_\_\_ for \_\_\_\_\_ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: \$1,000.00

BUYER AND SELLER AGREE:

Payment includes Any and All damages.  
If within six (6) months of completion of the work at this property—Parcel 1 of Project No. 22-01405—the property's  
tree/trees die due to the work associated with this property, the City of Moore will be responsible for the removal of the  
dead tree/trees.  
No R/W Fence.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of \$1,000.00 to Anthony Berryman and Pamela T. Berryman  
Check in the amount of \_\_\_\_\_ to \_\_\_\_\_  
Check in the amount of \_\_\_\_\_ to \_\_\_\_\_  
Check in the amount of \_\_\_\_\_ to \_\_\_\_\_

Anthony Berryman  
Anthony Berryman/OWNER

Pamela T. Berryman  
Pamela T. Berryman/OWNER

Kimberly Stephens  
Kimberly Stephens/ACQUISITION AGENT

9/3/25  
DATE

9/3/25  
DATE

9/3/25  
DATE

### Permanent Roadway EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Anthony Berryman and Pamela T. Berryman, husband and wife

of Cleveland County, State of Oklahoma, hereinafter called the Grantors (whether one or more), for and in consideration of the sum of ten (10) dollars -----(\$ 10.00 ) and other good, valuable and sufficient considerations, do hereby grant, bargain, sell, convey and dedicate unto the City of Moore, Oklahoma hereinafter called the Grantee, a perpetual easement over, under, and across the following described lots or parcels of land, to-wit:

**See attached Exhibit "A" – Legal Description  
See attached Exhibit "B" – Map**

For the same considerations hereinbefore recited, this easement is granted for the purpose of enabling said Grantee, its officers, agents, contractors, and employees, now or at any time in perpetuity and at its discretion, to go upon, construct, build, maintain, and regulate a public highway of facilities necessary and incidental thereto, including the airspace above and removal of any and all dirt, rock, gravel, sand and other road building materials, reserving and excepting unto said Grantors the mineral rights therein provided, however, that any explorations or development of said reserved mineral rights shall not directly or indirectly interfere with the use of said land for the purposes herein granted; and reserving unto said Grantors the right of ingress and egress to said public highway from the remaining lands of the Grantors.

To have and to hold said above described premises unto the said City of Moore, Oklahoma free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of a public highway and all highway excavations, embankments, structures, bridges, drains, sight distance of safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public highway and incidental facilities over, across or along the above described tract of land; the supervision and control of said public highway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said Grantee, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining or regulating the use of said public highway and incidental facilities.

Said Grantors hereby covenant and warrant that at the time of delivery of these presents they are the owners in fee simple of the above described premises and that same are free and clear of all liens and claims whatsoever, except none.

The undersigned Grantors hereby designate and appoint themselves as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, the Grantors herein named have hereunto set their hands and seals this the 3 day of September, 2025.

X Anthony Berryman  
X Pamela T. Berryman





State of Oklahoma )  
 ) §  
County of Cleveland )

Before me, a Notary Public \_\_\_\_\_ in and for this State, on this 3 day of September, 2025, personally appeared Anthony Berryman and Pamela T. Berryman

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: 06/05/28 \_\_\_\_\_ Kimberly Stephens  
Commission No. 24007263 \_\_\_\_\_ Notary Public

Individual Acknowledgement

State of \_\_\_\_\_ )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

Individual Acknowledgement

State of \_\_\_\_\_ )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its \_\_\_\_\_, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, and as the free and voluntary act and deed of the \_\_\_\_\_ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

Trust/LLC/Corporation Acknowledgement

State of \_\_\_\_\_ )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its \_\_\_\_\_, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, and as the free and voluntary act and deed of the \_\_\_\_\_ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

Trust/LLC/Corporation Acknowledgement

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this \_\_\_\_\_, the City Council of the City of Moore, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the City Manager and Clerk of said City of Moore to indicate the same by their signatures and seal of the City of Moore, State of Oklahoma.

CITY OF MOORE, OKLAHOMA

\_\_\_\_\_

Mark Hamm, Mayor

\_\_\_\_\_

Brooks Mitchell, City Manager

(SEAL)

ATTEST:

\_\_\_\_\_

CITY CLERK

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

CITY ATTORNEY

# EXHIBIT "A"

PARCEL No. 1.0

CITY OF MOORE, CLEVELAND COUNTY OKLAHOMA

## PERMANENT CONSTRUCTION EASEMENT LEGAL DESCRIPTION

A strip, piece or parcel of land located in Lot 14 Block 1 of the Cross Timbers Addition to the city of Moore, Oklahoma. Said Lot being located in the SE/4 of Section 23, T-10-N, R-3-W, IM, Cleveland County, Oklahoma, and more particularly described by metes and bounds as follows:

Commencing from SW Corner of the SE/4 of said Section 23 and bearing N 89° 45' 15" E along the north line of said SE/4, a Distance of 1037.98 Feet, Thence N 00° 14' 45" W a distance of 50.00 Feet to a point on the northerly present right-of-way line of SE 19<sup>th</sup> Street and the Point of Beginning;

Thence N 00° 29' 31" W a Distance of 5.00 Feet

Thence N 89° 45' 15" E a distance of 30.00 Feet

Thence S 44° 35' 16" W a Distance of 7.05 Feet

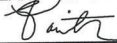
Thence S 89° 45' 15" W a Distance of 25.00 Feet to the point and place of beginning

Said Parcel contains a total area of 137 sq. ft. or 0.003 acres more or less.

All bearings listed in this description are grid bearings derived from the NGS Oklahoma State Plane Coordinate System and are not astronomical bearings.

### SURVEYOR'S CERTIFICATE

I, EDWARD GLEN PAINTER, REGISTERED PROFESSIONAL LAND SURVEYOR, HEREBY STATE THAT THE ATTACHED DRAWING IS A TRUE AND ACCURATE REPRESENTATION OF THE PARCEL DESCRIPTION, AS SHOWN HEREON. IT IS NOT A LAND OR BOUNDARY SURVEY.



EDWARD GLEN PAINTER, PLS NO. 1782



### BASIS OF BEARING

THE BEARING BASE AS SHOWN ARE GRID BEARINGS AND WERE DERIVED USING THE NORTH AMERICAN DATUM OF 1993 (HARN) OKLAHOMA SOUTH ZONE, U.S. FEET.

SEE EXHIBIT 'B' FOR ASSOCIATED SKETCH

PROJECT:	EST: 22-01405 S. BROADWAY & S. EASTERN IMPROVEMENTS
PROJECT LOCATION:	SE 19TH WIDENING, S. BROADWAY & S. EASTERN IMPROVEMENTS, ROUNDABOUT INTERSECTION AND SE 24TH STREET RE-ALIGNMENT
CLIENT:	CITY OF MOORE, OKLAHOMA

  
Comprehensive Engineering Services  
615 N. HUDSON, STE. 300  
OKLAHOMA CITY, OK 73102  
(405) 815-3600

SHEET

01

SHEETS 1 OF 2

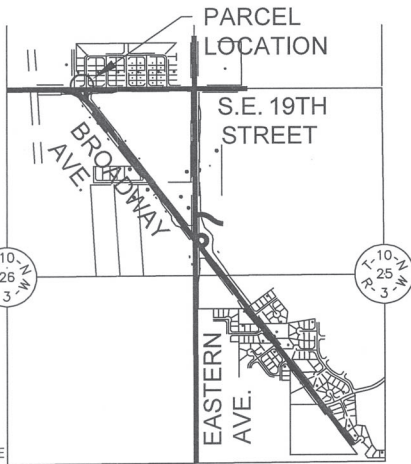
EXHIBIT "B"  
 BROADWAY AND EASTERN  
 IMPROVEMENTS  
 CITY OF MOORE, OKLAHOMA  
 PROJECT No. 22-01405

PARCEL NO. Parcel 1.0

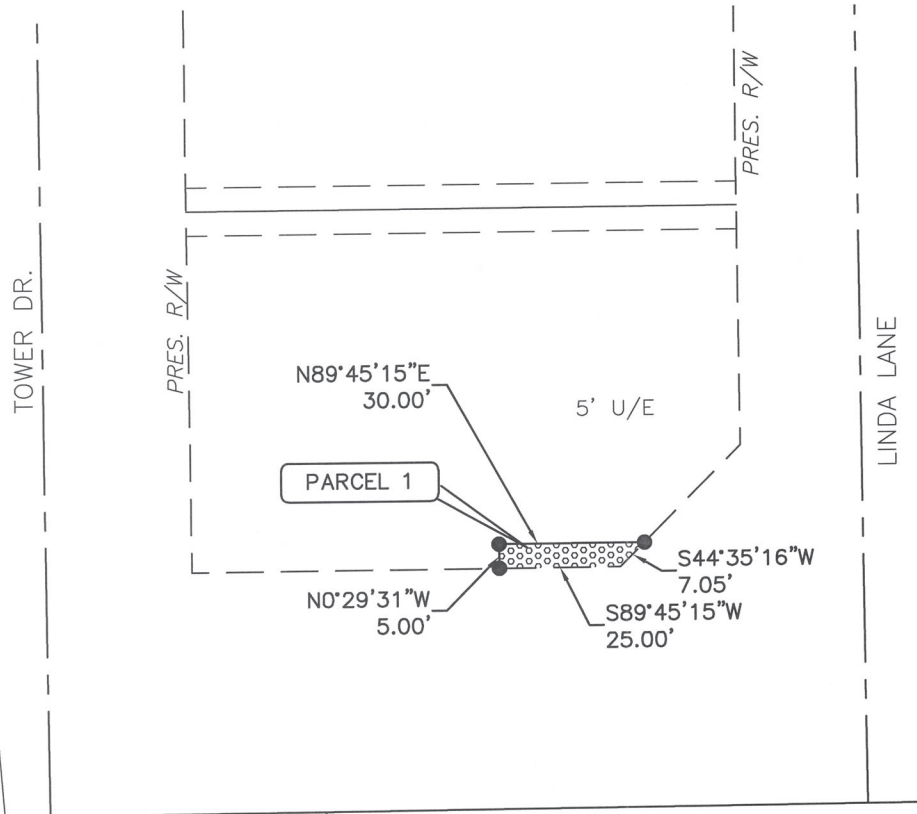
COUNTY: CLEVELAND COUNTY

PROPERTY LEGAL DESCRIPTION: \_\_\_\_\_

LOT 14, BLOCK 1, CROSS TIMBERS 5



BEFORE GROSS _____	0.195 _____	ACRES
EXISTING R/W _____		ACRES
PERMANENT R/W _____	0.003 _____	ACRES
REM IN QTR _____	0.191 _____	ACRES
PERPETUAL EASEMENT _____		ACRES
TEMP R/W _____		ACRES
TEMP R/W _____		ACRES
TEMP R/W _____		ACRES



SCALE = 1" = 30'



ODOT FORM 324a Rev. 06/2002 DEPARTMENT OF TRANSPORTATION  Notarized Claim Form	FUND	AGENCY	ORDER NO.	CLAIM NO.	CLAIM OF: <b>Anthony Berryman and Pamela T. Berryman</b>
		345			
FOR AGENCY USE ONLY					FEI No.
ACCOUNT	SUB-ACTIVITY	OBJECT	CFDA	AMOUNT	FOR <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>\$1,000.00</b> </div> AGAINST  Oklahoma Department of Transportation ASSIGNMENT
Enter the partial payment or final payment number if claim is to be charged against an encumbered order.			Partial No.	Final No.	I hereby assign this claim to  and authorize the State Treasurer to issue a warrant in payment to said assignee.  Date: _____ Claimant: _____
				TOTAL AMOUNT	
				OSF- AUDITED BY	WARRANT (LOCATOR) NO.

Receipt of Goods or Services Date

DATE OF DELIVERY	PURCHASE ORDER NUMBER	ITEM		UNIT PRICE	AMOUNT
		QUANTITY	UNIT		
2025					<b>\$1,000.00</b>
<b>Payment for:</b>  <b>Parcel 1 - 137 Sq. Ft. of Permanent Roadway Easement</b>   <b>Payment Includes ANY and ALL Damages.</b>  <b>Job Piece: 22-01405, 19th, Eastern &amp; Broadway</b> <b>City: Moore</b> <b>County: Cleveland</b> <b>Parcel: 1</b>					

The undersigned contractor or duly authorized agent, of lawful age, being first duly sworn, on oath says that this claim is true and correct. Affiant states that the work, services or materials as shown by this claim have been completed or supplied in accordance with plans, specifications, orders, requests and all other terms of the contract. Affiant further states that (s)he is the duly authorized agent of the contractor for the purpose of certifying the facts pertaining to the giving of things of value to government personnel in order to procure the contract or obtain payment; (s)he is fully aware of the facts and circumstances surrounding the making of the contract and has been personally and directly involved in the proceedings leading to the procurement of the contract and the filing of this claim; and, neither the contractor nor anyone subject to the contractor's direction or control has been paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the contract or obtaining payment.

Subscribed and sworn to before me on \_\_\_\_\_  
 Date 9/3/25  
 \_\_\_\_\_  
 Anthony Berryman  
 Pamela T. Berryman  
 State of Oklahoma County of Cleveland Commission Number 24007263  
 My Commission Expires 9/3/28 6/9/28 \_\_\_\_\_  
 Date Notary Public (or Clerk or Judge)



Approval  
*Kimberly Stephens*  
**\$1,000.00**  
 Approval  
 Approval  
 Approval  
 Approval  
 Approval

ODOT Accounting Distribution						
ODOT Acct.	Job Piece	Item	Part.	Amount	Object	Encumbrance
Total						

APPROVAL  
 I hereby approve this claim for payment and certify it complies with the purchasing laws of this State.  
  
 Agency's Approving Officer  
  
 Director \_\_\_\_\_ Date \_\_\_\_\_

J/P No: 22-01405 19<sup>th</sup>, Broadway & Eastern  
City: Moore  
Parcel: 1

### CONSENT OF OWNERS RIGHT OF ENTRY

Anthony Berryman and Pamela T. Berryman, on this 3 day of September, 2025.

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See attached Exhibit "A" - Legal Description

The undersigned owner(s) of said land hereby do/does give permission to, City of Moore, OK  
Whose address is 301 N. Broadway, Moore, OK 73160,

To enter upon said land(s) for the purpose of :

Surveying, Tree, Brush, and Grass Removal, Relocating and Maintaining Utilities, Providing a safe work area for construction and all construction activities necessary to complete the project.

Other terms or comments:

This right-of-entry does not waive the owners right to file a claim for just compensation, either through negotiations or condemnation.

Authorized occupant / Owner(s):

Anthony Berryman  
Anthony Berryman

Pamela T. Berryman  
Pamela T. Berryman

SUBSCRIBED and sworn to before me this 3 day of September, 2025.



Kimberly Stephens  
Notary Public

My commission expires: 06/05/28

My Commission No: 24007263  
(SEAL)

**EXHIBIT "A"**  
**PARCEL No. 1.0**  
**CITY OF MOORE, CLEVELAND COUNTY OKLAHOMA**

**PERMANENT CONSTRUCTION EASEMENT  
LEGAL DESCRIPTION**

A strip, piece or parcel of land located in Lot 14 Block 1 of the Cross Timbers Addition to the city of Moore, Oklahoma. Said Lot being located in the SE/4 of Section 23, T-10-N, R-3-W, IM, Cleveland County, Oklahoma, and more particularly described by metes and bounds as follows:

Commencing from SW Corner of the SE/4 of said Section 23 and bearing N 89° 45' 15" E along the north line of said SE/4, a Distance of 1037.98 Feet, Thence N 00° 14' 45" W a distance of 50.00 Feet to a point on the northerly present right-of-way line of SE 19<sup>th</sup> Street and the Point of Beginning;

Thence N 00° 29' 31" W a Distance of 5.00 Feet

Thence N 89° 45' 15" E a distance of 30.00 Feet


Thence S 44° 35' 16" W a Distance of 7.05 Feet


Thence S 89° 45' 15" W a Distance of 25.00 Feet to the point and place of beginning

Said Parcel contains a total area of 137 sq. ft. or 0.003 acres more or less.

All bearings listed in this description are grid bearings derived from the NGS Oklahoma State Plane Coordinate System and are not astronomical bearings.

**SURVEYOR'S CERTIFICATE**  
I, EDWARD GLEN PAINTER, REGISTERED PROFESSIONAL LAND SURVEYOR, HEREBY STATE THAT THE ATTACHED DRAWING IS A TRUE AND ACCURATE REPRESENTATION OF THE PARCEL DESCRIPTION, AS SHOWN HEREON, IT IS NOT A LAND OR BOUNDARY SURVEY.

  
EDWARD GLEN PAINTER, PLS NO. 1782



**BASIS OF BEARING**  
THE BEARING BASE AS SHOWN ARE GRID BEARINGS AND WERE DERIVED USING THE NORTH AMERICAN DATUM OF 1993 (HARN) OKLAHOMA SOUTH ZONE, U.S. FEET.

SEE EXHIBIT 'B' FOR ASSOCIATED SKETCH

PROJECT:	EST: 22-01405 S. BROADWAY & S. EASTERN IMPROVEMENTS
PROJECT LOCATION:	SE 19TH WIDENING, S. BROADWAY & S. EASTERN IMPROVMENTS, ROUNDABOUT INTERSECTION AND SE 24TH STREET RE-ALIGNMENT
CLIENT:	CITY OF MOORE, OKLAHOMA

**WEST**  
*Comprehensive Engineering Services*  
615 N. HUDSON, STE. 300  
OKLAHOMA CITY, OK 73102  
(405) 815-3600

SHEET
01
SHEETS 1 OF 2





# SUMMARY OF ACQUISITION

JOB PIECE: 22-01405 19<sup>th</sup>, Broadway & Eastern CITY: Moore, PARCEL(S) 26

PROPERTY LOCATION: Section 25, Township 10N, Range 3W, Cleveland County

BUYER: **City of Moore, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

AgapeLand Learning Center LLC, an Oklahoma Limited Liability Company  
809 S.W. 4th Street  
Moore, OK 73160

ASSIGNMENT: AgapeLand Learning Center LLC

MORTGAGES AND LIENS: None

IMPROVEMENTS: None

DAMAGES: Parcel 26: 1,007 SF of Permanent Easement

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Permanent Roadway Easement for Parcel 26 for 1,007 Sq Ft  
for Parcel for Sq Ft  
for Parcel for Sq Ft  
for Parcel for Sq Ft  
for Parcel for Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: \$2,100.00

BUYER AND SELLER AGREE:

Payment includes Any and All damages.

No R/W Fence.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of \$2,100.00 to AgapeLand Learning Center LLC  
Check in the amount of to  
Check in the amount of to  
Check in the amount of to

*Memo Taylor*  
Memo Taylor/Managing Member

09-03-2025  
DATE

*Kimberly Stephens*  
Kimberly Stephens/ACQUISITION AGENT

9-3-2025  
DATE

J/P #: 22-01405 19<sup>th</sup> Broadway & Eastern  
Parcel #: 26

### Permanent Roadway EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That AgapeLand Learning Center LLC, an Oklahoma Limited Liability Company  
of Cleveland County, State of Oklahoma, hereinafter called the Grantors (whether one or more),  
for and in consideration of the sum of ten (10) dollars -----(\$ 10.00 )  
and other good, valuable and sufficient considerations, do hereby grant, bargain, sell, convey and dedicate unto the  
City of Moore, Oklahoma hereinafter called the Grantee, a perpetual easement over, under, and across the following  
described lots or parcels of land, to-wit:

See attached Exhibit "A" – Legal Description  
See attached Exhibit "B" – Map

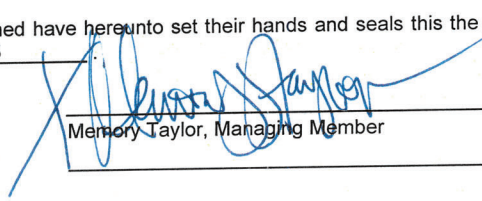
For the same considerations hereinbefore recited, this easement is granted for the purpose of enabling said Grantee, its officers, agents, contractors, and employees, now or at any time in perpetuity and at its discretion, to go upon, construct, build, maintain, and regulate a public highway of facilities necessary and incidental thereto, including the airspace above and removal of any and all dirt, rock, gravel, sand and other road building materials, reserving and excepting unto said Grantors the mineral rights therein provided, however, that any explorations or development of said reserved mineral rights shall not directly or indirectly interfere with the use of said land for the purposes herein granted; and reserving unto said Grantors the right of ingress and egress to said public highway from the remaining lands of the Grantors.

To have and to hold said above described premises unto the said City of Moore, Oklahoma free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of a public highway and all highway excavations, embankments, structures, bridges, drains, sight distance of safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public highway and incidental facilities over, across or along the above described tract of land; the supervision and control of said public highway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said Grantee, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining or regulating the use of said public highway and incidental facilities.

Said Grantors hereby covenant and warrant that at the time of delivery of these presents they are the owners in fee simple of the above described premises and that same are free and clear of all liens and claims whatsoever, except none.

The undersigned Grantors hereby designate and appoint the LLC  
as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, the Grantors herein named have hereunto set their hands and seals this the 3  
day of September, 2025

  
\_\_\_\_\_  
Memory Taylor, Managing Member

Individual Acknowledgement

State of \_\_\_\_\_ )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

State of \_\_\_\_\_ )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

State of Oklahoma )  
 ) §  
County of Cleveland )



Before me, a Notary Public \_\_\_\_\_ in and for this State, on this 3 day of September, 2025, personally appeared Memory Taylor to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Managing Member, and acknowledged to me that she executed the same as her free and voluntary act and deed, and as the free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: 06/05/2028  
Commission No. 24007263 Kimberly Stephens  
Notary Public

Individual Acknowledgement

Trust/LLC/Corporation Acknowledgment

State of \_\_\_\_\_ )  
 ) §  
County of \_\_\_\_\_ )

Before me, \_\_\_\_\_ in and for this State, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_ to

me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its \_\_\_\_\_, and acknowledged to me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, and as the free and voluntary act and deed of the \_\_\_\_\_ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: \_\_\_\_\_  
Commission No. \_\_\_\_\_ Notary Public

Trust/LLC/Corporation Acknowledgment

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this \_\_\_\_\_, the City Council of the City of Moore, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the City Manager and Clerk of said City of Moore to indicate the same by their signatures and seal of the City of Moore, State of Oklahoma.

CITY OF MOORE, OKLAHOMA

\_\_\_\_\_

Mark Hamm, Mayor

\_\_\_\_\_

Brooks Mitchell, City Manager

(SEAL)

ATTEST:

\_\_\_\_\_

CITY CLERK

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

CITY ATTORNEY



# EXHIBIT "A"

PARCEL No. 26.0

CITY OF MOORE, CLEVELAND COUNTY OKLAHOMA

## PERMANENT CONSTRUCTION EASEMENT LEGAL DESCRIPTION

A strip, piece or parcel of land located in part of the SW/4 of Section 25, T-10-N, R-3-W, IM, Cleveland County, Oklahoma, being more particularly described by metes and bounds as follows:

Commencing from NW Corner of the SW/4 of said Section 25 and bearing N 89° 43' 05" E along north line of said SW/4, a Distance of 33.00 Feet to a point on the easterly present right of way line of S. Eastern Ave. and the Point of Beginning.

Thence N 89° 43' 05" E a Distance of 17.00 Feet

Thence S 08° 07' 15" W a Distance of 119.75 Feet

Thence N 00° 02' 25" W a Distance of 118.47 Feet to the point and place of beginning

Said Parcel contains a total area of 1007 sq. ft. or 0.023 acres more or less.

All bearings listed in this description are grid bearings derived from the NGS Oklahoma State Plane Coordinate System and are not astronomical bearings.

### SURVEYOR'S CERTIFICATE

I, EDWARD GLEN PAINTER, REGISTERED PROFESSIONAL LAND SURVEYOR, HEREBY STATE THAT THE ATTACHED DRAWING IS A TRUE AND ACCURATE REPRESENTATION OF THE PARCEL DESCRIPTION, AS SHOWN HEREON, IT IS NOT A LAND OR BOUNDARY SURVEY.

  
EDWARD GLEN PAINTER, PLS NO. 1782



### BASIS OF BEARING

THE BEARING BASE AS SHOWN ARE GRID BEARINGS AND WERE DERIVED USING THE NORTH AMERICAN DATUM OF 1993 (HARN) OKLAHOMA SOUTH ZONE, U.S. FEET.

SEE EXHIBIT 'B' FOR ASSOCIATED SKETCH

PROJECT: EST: 22-01405 S. BROADWAY & S. EASTERN IMPROVEMENTS

PROJECT LOCATION: SE 19TH WIDENING, S. BROADWAY & S. EASTERN IMPROVEMENTS, ROUNDABOUT INTERSECTION AND SE 24TH STREET RE-ALIGNMENT

CLIENT: CITY OF MOORE, OKLAHOMA



Comprehensive Engineering Services  
615 N. HUDSON, STE. 300  
OKLAHOMA CITY, OK 73102  
(405) 815-3600

SHEET

01

SHEETS 1 OF 2



EXHIBIT "B"  
 BROADWAY AND EASTERN  
 IMPROVEMENTS  
 CITY OF MOORE, OKLAHOMA  
 PROJECT No. 22-01405

PARCEL NO. Parcel 26.0

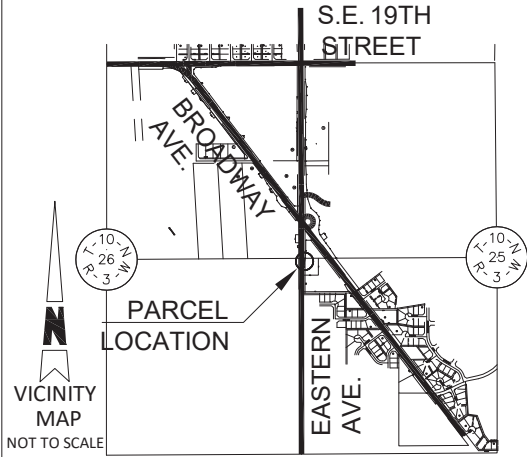
COUNTY: CLEVELAND COUNTY

PROPERTY LEGAL DESCRIPTION: \_\_\_\_\_

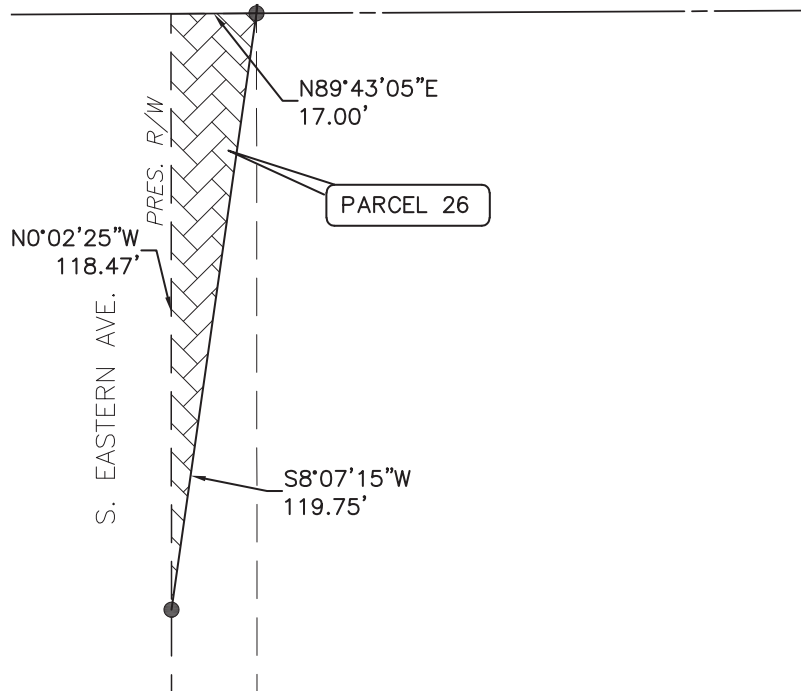
WOODS (THE) COMMON AREA A

\_\_\_\_\_

\_\_\_\_\_



BEFORE GROSS _____	1.000 _____	ACRES
EXISTING R/W _____	0.158 _____	ACRES
PERMANENT R/W _____	0.023 _____	ACRES
REM IN QTR _____	0.819 _____	ACRES
PERPETUAL EASEMENT _____		ACRES
TEMP R/W _____		ACRES
TEMP R/W _____		ACRES
TEMP R/W _____		ACRES



SCALE = 1" = 30'

ODOT FORM 324a Rev. 06/2002 <b>DEPARTMENT OF          TRANSPORTATION</b>  Notarized Claim Form	FUND	AGENCY	ORDER NO.	CLAIM NO.	CLAIM OF: <b>AgapeLand Learning Center LLC, an          Oklahoma Limited Liability Company</b>  FEI No.
	345 FOR AGENCY USE ONLY				
ACCOUNT	SUB-ACTIVITY	OBJECT	CFDA	AMOUNT	FOR <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>\$2,100.00</b> </div> AGAINST  Oklahoma Department of Transportation ASSIGNMENT
I hereby assign this claim to  and authorize the State Treasurer to issue a warrant in payment to said assignee.					WARRANT (LOCATOR) NO.
Enter the partial payment or final payment number if claim is to be charged against an encumbered order.			Partial No.	Final No.	Date: _____ Claimant: _____
			TOTAL AMOUNT		
			OSF- AUDITED BY		

Receipt of Goods or Services Date						
DATE OF DELIVERY	PURCHASE ORDER NUMBER	ITEM			UNIT PRICE	AMOUNT
		QUANTITY	UNIT	DESCRIPTION		
2025				<b>Payment for:</b>  <b>Parcel 26 - 1,007 Sq. Ft. of Permanent Roadway Easement</b>   <b>Payment Includes ANY and ALL Damages.</b>  <b>Job Piece: 22-01405, 19th, Eastern &amp; Broadway</b> <b>City: Moore</b> <b>County: Cleveland</b> <b>Parcel: 26</b>		<b>\$2,100.00</b>

The undersigned contractor or duly authorized agent, of lawful age, being first duly sworn, on oath says that this claim is true and correct. Affiant states that the work, services or materials as shown by this claim have been completed or supplied in accordance with plans, specifications, orders, requests and all other terms of the contract. Affiant further states that (s)he is the duly authorized agent of the contractor for the purpose of certifying the facts pertaining to the giving of things of value to government personnel in order to procure the contract or obtain payment; (s)he is fully aware of the facts and circumstances surrounding the making of the contract and has been personally and directly involved in the proceedings leading to the procurement of the contract and the filing of this claim; and, neither the contractor nor anyone subject to the contractor's direction or control has been paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly in procuring the contract or obtaining payment.

Subscribed and Sworn before me on 9/3/25 Date

*Memory Taylor*  
 Memory Taylor, Managing Member

State of Oklahoma County of Cleveland Commission Number 24007263

My Commission Expires 06/05/28 Date Notary Public (or Clerk or Judge)

*Kimberly Stephens*  
 Kimberly Stephens

ODOT Acct.	Job Piece	Item	Part.	Amount	Object	Encumbrance
Total						

Approval *Kimberly Stephens* \$2,100.00

Approval

Approval

Approval

Approval

Approval

Approval

APPROVAL  
 I hereby approve this claim for payment and certify it complies with the purchasing laws of this State.

Agency's Approving Officer

Director \_\_\_\_\_ Date \_\_\_\_\_

### CONSENT OF OWNERS RIGHT OF ENTRY

AgapeLand Learning Center LLC, an Oklahoma Limited Liability Company, on this 3 day of September, 2025.

Legal Description:

See attached Exhibit "A" - Legal Description

The undersigned owner(s) of said land hereby do/does give permission to, City of Moore, OK Whose address is 301 N. Broadway, Moore, OK 73160,

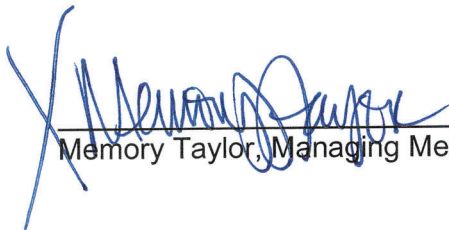
To enter upon said land(s) for the purpose of :

Surveying, Tree, Brush, and Grass Removal, Relocating and Maintaining Utilities, Providing a safe work area for construction and all construction activities necessary to complete the project.

Other terms or comments:

This right-of-entry does not waive the owners right to file a claim for just compensation, either through negotiations or condemnation.

Authorized occupant / Owner(s):

  
\_\_\_\_\_  
Memory Taylor, Managing Member

SUBSCRIBED and sworn to before me this 3 day of September, 2025.

  
\_\_\_\_\_  
Notary Public

My commission expires: 06/05/28  
My Commission No: 24007263  
(SEAL)



**EXHIBIT "A"**  
 PARCEL No. 26.0  
 CITY OF MOORE, CLEVELAND COUNTY OKLAHOMA

PERMANENT CONSTRUCTION EASEMENT  
 LEGAL DESCRIPTION

A strip, piece or parcel of land located in part of the SW/4 of Section 25, T-10-N, R-3-W, IM, Cleveland County, Oklahoma, being more particularly described by metes and bounds as follows:

Commencing from NW Corner of the SW/4 of said Section 25 and bearing N 89° 43' 05" E along north line of said SW/4, a Distance of 33.00 Feet to a point on the easterly present right of way line of S. Eastern Ave. and the Point of Beginning.

Thence N 89° 43' 05" E a Distance of 17.00 Feet

Thence S 08° 07' 15" W a Distance of 119.75 Feet

Thence N 00° 02' 25" W a Distance of 118.47 Feet to the point and place of beginning

Said Parcel contains a total area of 1007 sq. ft. or 0.023 acres more or less.

All bearings listed in this description are grid bearings derived from the NGS Oklahoma State Plane Coordinate System and are not astronomical bearings.

**SURVEYOR'S CERTIFICATE**

I, EDWARD GLEN PAINTER, REGISTERED PROFESSIONAL LAND SURVEYOR, HEREBY STATE THAT THE ATTACHED DRAWING IS A TRUE AND ACCURATE REPRESENTATION OF THE PARCEL DESCRIPTION, AS SHOWN HEREON, IT IS NOT A LAND OR BOUNDARY SURVEY.

*Edward Glen Painter*

EDWARD GLEN PAINTER, PLS NO. 1782



**BASIS OF BEARING**

THE BEARING BASE AS SHOWN ARE GRID BEARINGS AND WERE DERIVED USING THE NORTH AMERICAN DATUM OF 1993 (HARN) OKLAHOMA SOUTH ZONE, U.S. FEET.

SEE EXHIBIT 'B' FOR ASSOCIATED SKETCH

PROJECT:	EST. 22-01405 S. BROADWAY & S. EASTERN IMPROVEMENTS
PROJECT LOCATION:	SE 19TH WIDENING, S. BROADWAY & S. EASTERN IMPROVEMENTS, ROUNDABOUT INTERSECTION AND SE 24TH STREET RE-ALIGNMENT
CLIENT:	CITY OF MOORE, OKLAHOMA

**WEST**  
 Comprehensive Engineering Services  
 615 N. HUDSON, STE. 300  
 OKLAHOMA CITY, OK 73102  
 (405) 815-3600

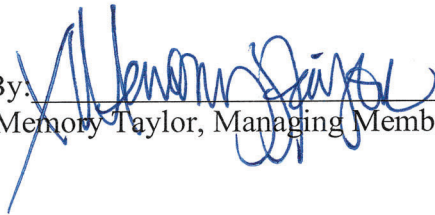
SHEET
01
SHEETS 1 OF 2



J/P No. 22-01405  
Project 19<sup>th</sup>, Broadway & Eastern  
County Cleveland  
Parcel 26

## Business Certification and Affidavit

I, Memory Taylor as Managing Member do hereby state that I have the legal authority to act on behalf of AgapeLand Learning Center LLC, an Oklahoma Limited Liability Company and to grant, convey, bargain or sell any real property and conduct any other legal business transactions.

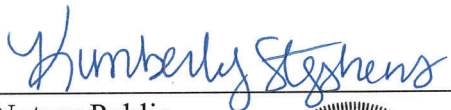
By:   
Memory Taylor, Managing Member

9/3/25  
Date

STATE OF Oklahoma )  
 ) ss.  
COUNTY OF Cleveland )

Before me, a Notary Public in and of this State, on this 3 day of September, 2025, personally appeared Memory Taylor, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Managing Member and acknowledged to me that she executed the same as her free and voluntary act and deed of the LLC, for the uses and purposes therein set forth.

Witness my hand and seal the day and year above written.

  
Notary Public

My Commission Expires: 06/05/28

My Commission No.: 24007263





## MEMO

**Date:** September 2, 2025

**To:** Brooks Mitchell. City Manager

**From:** Kahley Gilbert, Project-Grants Manager

**Subject:** Agenda Items – September 15<sup>th</sup> Council Meeting: Approve contracts with Aging Services, Moore Youth and Family, Mary Abbott Children’s House, St. Vincent de Paul, Metropolitan Fair Housing, First United Methodist Church, and Central Oklahoma Community Action Agency, using Community Development Block Grant Entitlement (CDBG) funds.

---

### Background

The 2025 CDBG Action Plan was approved by City Council on July 21, 2025, and included funding seven agencies for eight different programs.

### Discussion

The following public services were identified in the 2025 Action Plan and will be funded with CDBG funds:

- Aging Services will be providing home delivered meals to homebound senior adults in Moore. The contract amount is \$21,181.75.
- Moore Youth and Family will be providing two programs for Moore youth. They provide a first-time offender program in partnership with the municipal court and an early intervention program for secondary students in Moore schools. The contract amount for each program is \$5,000.
- Mary Abbott Children’s House will be providing a forensic interview program for abused children. The contract amount is \$5,000.
- St. Vincent de Paul will be providing utility assistance to Moore residents. The contract amount is \$5,000.
- Metropolitan Fair Housing Council will be providing fair housing services and education resources to landlords and tenants in the City of Moore. The contract amount is \$5,500.
- First United Methodist Church will be providing food boxes through its food pantry for Moore residents. The contract amount is \$5,000.
- Central Oklahoma Community Action Agency will be providing rental assistance to Moore residents. The contract amount is \$5,000.

### Recommendation

Staff recommend approval of the contracts funded with CDBG Entitlement funds.





**SUBRECIPIENT AGREEMENT  
BETWEEN  
AGING SERVICES, INC. AND CITY OF MOORE  
FOR THE  
2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *Aging Services, Inc.* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

The Subrecipient will be responsible for administering a *Home Delivered Meal Program* in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

<b>Activity #1</b>
<i>Provide ~8,472 home delivered meals Monday through Friday to the home of a homebound senior adult who is a resident of Moore, Oklahoma.</i>

**General Administration**

Residents of Moore, Oklahoma who are at least 60 years of age and found to be homebound as a results of an in-home assessment conducted by an Aging Services, Inc. employee will be provided with a hot home delivered meal five days per week. The delivery of the meal will also serve as a check on the well-being of the senior adult.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income limited clientele National Objective as a presumed benefit. The IDIS Matrix Code for this activity is 05A Senior Services.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

<b>Activity</b>	<b>Cost per Unit</b>	<b>Units per Year</b>
<i>Home Delivered Meal Program</i>	<i>\$2.50</i>	<i>~8,472 Home Delivered Meals</i>

**D. STAFFING**

<b>Type of Staff – Overall</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	<i>15</i>
<i>Number of Support Staff</i>	<i>16</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>1</i>
<i>Number of Board Directors (all)</i>	<i>9</i>
<i>Number of Volunteers (all)</i>	<i>150</i>

<b>Type of Staff – CDBG</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	<i>3</i>
<i>Number of Support Staff</i>	<i>0</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>0</i>
<i>Number of Board Directors (all)</i>	<i>9</i>
<i>Number of Volunteers (all)</i>	<i>150</i>



**SUBRECIPIENT AGREEMENT  
BETWEEN  
AGING SERVICES, INC. AND CITY OF MOORE  
FOR THE  
2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**E. PERFORMANCE MONITORING**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the 1<sup>st</sup> day of October 2025 and end on the 30<sup>th</sup> day of September 2026. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

Service Activity	Units of Service	Cost per Unit	Total Budget
Home Delivered Meal Program	~8,472 Home Delivered Meals	\$2.50	\$21,181.75
<b>Total:</b>			<b>\$21,181.75</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed \$21,181.75. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee		Subrecipient	
Grantee:	City of Moore	Subrecipient:	Agings Services, Inc.
Grantee Name:	Kahley Gilbert	Subrecipient Name:	Tammy Vaughn
Grantee Title:	Project-Grants Manager	Subrecipient Title:	Executive Director
Grantee Address:	301 N. Broadway Moore, Oklahoma 73160	Subrecipient Address:	1179 E. Main Street Norman, Oklahoma 73071
Grantee Telephone:	(405) 793-4571	Subrecipient Telephone:	(405) 321-3200
Grantee Email:	<a href="mailto:kgilbert@cityofmoore.com">kgilbert@cityofmoore.com</a>	Subrecipient Email:	<a href="mailto:tvaughn@agingservicesok.org">tvaughn@agingservicesok.org</a>
Grantee Website:	<a href="http://www.cityofmoore.com">www.cityofmoore.com</a>	Subrecipient Website:	<a href="http://agingservicesok.org">agingservicesok.org</a>

**VI. SPECIAL CONDITIONS**

There are no special conditions specific to the particular activity/activities or individual Subrecipient.

**VII. GENERAL CONDITIONS**

**A. GENERAL CONDITIONS**



**SUBRECIPIENT AGREEMENT  
BETWEEN  
AGING SERVICES, INC. AND CITY OF MOORE  
FOR THE  
2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

---

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. "INDEPENDENT CONTRACTOR"**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS' COMPENSATION**

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.

**H. SUSPENSION OR TERMINATION**

In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or



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4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. FINANCIAL MANAGEMENT**

**1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

**B. DOCUMENTATION AND RECORD KEEPING**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- χ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

**2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

**3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.

**4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., the Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.



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**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all closeout requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

**D. PROCUREMENT**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**





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Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be





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inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.



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**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. "Section 3" Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

*"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

**b) Notifications**



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The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:

- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside



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information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.

**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

**C. LEAD-BASED PAINT**



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The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.





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**APPROVALS**

**AGING SERVICES, INC.**

\_\_\_\_\_  
*Tammy Vaughn, Executive Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*



**SUBRECIPIENT AGREEMENT  
BETWEEN  
CENTRAL OKLAHOMA COMMUNITY ACTION AGENCY AND CITY OF MOORE  
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THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *Central Oklahoma Community Action Agency* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

Central Oklahoma Community Action Agency’s rental assistance covers one month's rent, contingent upon landlord approval of the payment. The funds requested will help Moore residents with their rent, allowing families to allocate their resources toward other essential needs such as food, prescriptions, and other bills. In some cases, this assistance can prevent families from being evicted from their homes.

The Subrecipient will be responsible for administering a Rental Assistance program in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

<b>Activity #1</b>
<i>Provide ~5 Moore households with rental assistance.</i>

**General Administration**

To receive assistance through the agency, applicants must complete the application process and provide all necessary documents to verify eligibility for the program. Once the application is verified and approved, county staff work with the landlord to arrange payment for one month's rent. COCAA conducts a community needs assessment every three years to identify the greatest needs based on community responses. This survey covers various sectors, including non-profit organizations, social services, for-profit entities, faith-based organizations, education, the general public, community volunteers, board members, staff, and agency clients.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income limited clientele National Objective. The IDIS Matrix Code for this activity is 05Q Subsistence Payments.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

<b>Activity</b>	<b>Cost per Unit</b>	<b>Units per Year</b>
<i>Rental Assistance Program</i>	<i>\$1,000.00</i>	<i>~5 Moore Households</i>

**D. STAFFING**

<b>Type of Staff – Overall</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	<i>4</i>
<i>Number of Support Staff</i>	<i>26</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>12</i>
<i>Number of Board Directors (all)</i>	<i>12</i>
<i>Number of Volunteers (all)</i>	<i>85</i>
<b>Type of Staff – CDBG</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	<i>4</i>
<i>Number of Support Staff</i>	<i>2</i>



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<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	0
<i>Number of Board Directors (all)</i>	12
<i>Number of Volunteers (all)</i>	0

**E. PERFORMANCE MONITORING**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the 1<sup>st</sup> day of October 2025 and end on the 30<sup>th</sup> day of September 2026. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

<b>Service Activity</b>	<b>Units of Service</b>	<b>Cost per Unit</b>	<b>Total Budget</b>
<i>Rental Assistance Program</i>	<i>~5 Moore Households</i>	<i>\$1,000.00</i>	<i>\$5,000.00</i>
<b>Total:</b>			<b>\$5,000.00</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **\$5,000.00**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

<b>Grantee</b>		<b>Subrecipient</b>	
<i>Grantee:</i>	<i>City of Moore</i>	<i>Subrecipient:</i>	<i>Central Oklahoma Community Action Agency</i>
<i>Grantee Name:</i>	<i>Kahley Gilbert</i>	<i>Subrecipient Name:</i>	<i>Tracy Izell</i>
<i>Grantee Title:</i>	<i>Project-Grants Manager</i>	<i>Subrecipient Title:</i>	<i>Executive Director</i>
<i>Grantee Address:</i>	<i>301 N. Broadway Moore, Oklahoma 73160</i>	<i>Subrecipient Address:</i>	<i>224 S. Chestnut Avenue, Suite 100 Moore, Oklahoma 73160</i>
<i>Grantee Telephone:</i>	<i>(405) 793-4571</i>	<i>Subrecipient Telephone:</i>	<i>(405) 701-2170</i>
<i>Grantee Email:</i>	<i><a href="mailto:kgilbert@cityofmoore.com">kgilbert@cityofmoore.com</a></i>	<i>Subrecipient Email:</i>	<i><a href="mailto:tizell@cocaa.org">tizell@cocaa.org</a></i>
<i>Grantee Website:</i>	<i><a href="http://www.cityofmoore.com">www.cityofmoore.com</a></i>	<i>Subrecipient Website:</i>	<i><a href="http://cocaa.org">cocaa.org</a></i>

**VI. SPECIAL CONDITIONS**

There are no special conditions specific to the particular activity/activities or individual Subrecipient.

**VII. GENERAL CONDITIONS**



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**A. GENERAL CONDITIONS**

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. "INDEPENDENT CONTRACTOR"**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS' COMPENSATION**

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.

**H. SUSPENSION OR TERMINATION**

In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;



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2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. FINANCIAL MANAGEMENT**

**1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

**B. DOCUMENTATION AND RECORD KEEPING**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- χ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

**2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee’s annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

**3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.

**4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee’s or Subrecipient’s





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responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., The Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.

**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

**D. PROCUREMENT**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds



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provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient’s control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.



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**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**



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**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. "Section 3" Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

*"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic



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opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

**b) Notifications**

The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:





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- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.



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**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

**C. LEAD-BASED PAINT**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.



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**APPROVALS**

**CENTRAL OKLAHOMA COMMUNITY ACTION AGENCY**

\_\_\_\_\_  
*Tracy Izell, Executive Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*



**SUBRECIPIENT AGREEMENT  
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THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *Mary Abbott Children’s House* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

Forensic interviews are essential to Mary Abbott Children’s House, forming the basis of child abuse investigations. These interviews enhance information quality, streamline processes, and increase prosecution rates by allowing children to share their experiences once with a neutral interviewer, instead of multiple times. This approach minimizes trauma, supports efficient investigations, and prevents the need for redundant interviews by various agencies, which could otherwise hinder the child’s recovery and the investigation’s success.

The Subrecipient will be responsible for administering a Forensic Interview Program in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

<b>Activity #1</b>
<i>Conduct ~11 Forensic Interviews for Moore residents.</i>

**General Administration**

At the request of law enforcement or Child Protective Services, a specially trained forensic interviewer conducts a neutral, court-defensible interview in a child-friendly environment.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income limited clientele National Objective as a presumed benefit. The IDIS Matrix Code for this activity is 05N Abused and Neglected Children.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

Activity	Cost per Unit	Units per Year
<i>Forensic Interview Program</i>	<i>\$452.00</i>	<i>~11 Forensic Interviews</i>

**D. STAFFING**

Type of Staff – Overall	Total Number
<i>Number of Professional Staff</i>	<i>4</i>
<i>Number of Support Staff</i>	<i>6</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>2</i>
<i>Number of Board Directors (all)</i>	<i>18</i>
<i>Number of Volunteers (all)</i>	<i>50</i>

Type of Staff – CDBG	Total Number
<i>Number of Professional Staff</i>	<i>0</i>
<i>Number of Support Staff</i>	<i>3</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>0</i>



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<i>Number of Board Directors (all)</i>	<i>0</i>
<i>Number of Volunteers (all)</i>	<i>4</i>

**E. PERFORMANCE MONITORING**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the 1<sup>st</sup> day of October 2025 and end on the 30<sup>th</sup> day of September 2026. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

<b>Service Activity</b>	<b>Units of Service</b>	<b>Cost per Unit</b>	<b>Total Budget</b>
<i>Forensic Interview Program</i>	<i>~11 Forensic Interviews</i>	<i>\$452.00</i>	<i>\$5,000.00</i>
<b>Total:</b>			<b>\$5,000.00</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **\$5,000.00**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

<b>Grantee</b>		<b>Subrecipient</b>	
<i>Grantee:</i>	<i>City of Moore</i>	<i>Subrecipient:</i>	<i>Mary Abbott Children's House</i>
<i>Grantee Name:</i>	<i>Kahley Gilbert</i>	<i>Subrecipient Name:</i>	<i>Susan Angel</i>
<i>Grantee Title:</i>	<i>Project-Grants Manager</i>	<i>Subrecipient Title:</i>	<i>Interim Director</i>
<i>Grantee Address:</i>	<i>301 N. Broadway Moore, Oklahoma 73160</i>	<i>Subrecipient Address:</i>	<i>231 E. Symmes Street Norman, Oklahoma 73069</i>
<i>Grantee Telephone:</i>	<i>(405) 793-4571</i>	<i>Subrecipient Telephone:</i>	<i>(405) 579-5800</i>
<i>Grantee Email:</i>	<i><a href="mailto:kgilbert@cityofmoore.com">kgilbert@cityofmoore.com</a></i>	<i>Subrecipient Email:</i>	<i><a href="mailto:sangel@abbott-house.org">sangel@abbott-house.org</a></i>
<i>Grantee Website:</i>	<i><a href="http://www.cityofmoore.com">www.cityofmoore.com</a></i>	<i>Subrecipient Website:</i>	<i><a href="http://abbott-house.org">abbott-house.org</a></i>

**VI. SPECIAL CONDITIONS**

There are no special conditions specific to the particular activity/activities or individual Subrecipient.

**VII. GENERAL CONDITIONS**

**A. GENERAL CONDITIONS**





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The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. "INDEPENDENT CONTRACTOR"**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS' COMPENSATION**

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.

**H. SUSPENSION OR TERMINATION**

In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or



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4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. FINANCIAL MANAGEMENT**

**1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

**B. DOCUMENTATION AND RECORD KEEPING**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- χ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

**2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

**3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.

**4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., The Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.



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**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

**D. PROCUREMENT**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**



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Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be



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inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.





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**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. "Section 3" Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

*"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

**b) Notifications**



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The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:

- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial



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interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.

**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

**C. LEAD-BASED PAINT**



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The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.



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**APPROVALS**

**MARY ABBOTT CHILDREN'S HOUSE**

\_\_\_\_\_  
*Susan Angel, Interim Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*





**SUBRECIPIENT AGREEMENT  
BETWEEN  
METROPOLITAN FAIR HOUSING COUNCIL OF OKLAHOMA, INC. AND CITY OF MOORE  
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THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *Metropolitan Fair Housing Council of Oklahoma, Inc.* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

Fair housing activities include counseling, investigating, and testing allegations of housing discrimination. Complaints can be referred to HUD or State of Oklahoma civil rights enforcement organizations. Mediation services are available to resolve housing issues informally between tenants and housing providers. Legal referrals, including free representation by Metropolitan Fair Housing Council staff or cooperating attorneys, are provided for unresolved housing complaints. Metropolitan Fair Housing Council also conducts education, outreach, and training on fair housing for Moore residents.

The Subrecipient will be responsible for administering such activities in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

<b>Activity #1</b>
<i>Fair Housing Client Enforcement Services, which include complaint intake, investigation, mediation, and litigation for Moore residents.</i>
<b>Activity #2</b>
<i>Fair Housing Educational Services, which include counseling on housing rights under federal, state, and local laws, ordinances, and regulations. Free fair housing education and training are available for tenants, landlords, public and private housing providers, first-time and current renters, first-time home buyers, and current homeowners for residents in Moore city limits.</i>

**General Administration**

The Metro Fair Housing Council (MFHC) has been providing free fair housing advocacy and enforcement services to Oklahomans, including City of Moore residents. These services encompass counseling, education and outreach, mediation, complaint processing, and litigation resources. Outcomes of these services include clients receiving counseling on remedies available under federal, state, and local housing laws and ordinances. If free mediation does not resolve a housing issue, complaints may be referred to the U.S. Department of Housing & Urban Development for resolution. Additionally, complaints may be referred to MFHC's in-house attorney or a Cooperating Attorney for further resolution.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income National Objective. The IDIS Matrix Code for this activity is 21D Fair Housing Activities.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

Activity	Cost per Unit	Units per Year
<i>Intakes, Counseling and Education</i>	<i>\$65.00 Hr.</i>	<i>~84 Hrs. for Moore Residents</i>

**D. STAFFING**

Type of Staff – Overall	Total Number
<i>Number of Professional Staff</i>	<i>6</i>



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<i>Number of Support Staff</i>	0
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	0
<i>Number of Board Directors (all)</i>	7
<i>Number of Volunteers (all)</i>	20

<b>Type of Staff – CDBG</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	4
<i>Number of Support Staff</i>	0
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	0
<i>Number of Board Directors (all)</i>	0
<i>Number of Volunteers (all)</i>	0

**E. PERFORMANCE MONITORING**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the ***1<sup>st</sup> day of October 2025*** and end on the ***30<sup>th</sup> day of September 2026***. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

Service Activity	Units of Service	Cost per Unit	Total Budget
<i>Intakes, Counseling and Education</i>	<i>~84 Hrs. for Moore Residents</i>	<i>\$65.00 Hr.</i>	<i>\$5,500.00</i>
<b>Total:</b>			<b>\$5,500.00</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **\$5,500.00**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient’s financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

<b>Grantee</b>		<b>Subrecipient</b>	
<i>Grantee:</i>	<i>City of Moore</i>	<i>Subrecipient:</i>	<i>Metropolitan Fair Housing Council of Oklahoma, Inc.</i>
<i>Grantee Name:</i>	<i>Kahley Gilbert</i>	<i>Subrecipient Name:</i>	<i>Mary Daniels Dulan</i>
<i>Grantee Title:</i>	<i>Project-Grants Manager</i>	<i>Subrecipient Title:</i>	<i>Executive Director</i>
<i>Grantee Address:</i>	<i>301 N. Broadway Moore, Oklahoma 73160</i>	<i>Subrecipient Address:</i>	<i>312 NE 28th Street, Suite 112 Oklahoma City, OK 73105</i>



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<i>Grantee Telephone:</i>	<i>(405) 793-4571</i>	<i>Subrecipient Telephone:</i>	<i>(405) 232-3247</i>
<i>Grantee Email:</i>	<i><a href="mailto:kgilbert@cityofmoore.com">kgilbert@cityofmoore.com</a></i>	<i>Subrecipient Email:</i>	<i><a href="mailto:mdulan@metrofairhousing.org">mdulan@metrofairhousing.org</a></i>
<i>Grantee Website:</i>	<i><a href="http://www.cityofmoore.com">www.cityofmoore.com</a></i>	<i>Subrecipient Website:</i>	<i><a href="http://metrofairhousing.org">metrofairhousing.org</a></i>

**VI. SPECIAL CONDITIONS**

There are no special conditions specific to the particular activity/activities or individual Subrecipient.

**VII. GENERAL CONDITIONS**

**A. GENERAL CONDITIONS**

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient’s environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient’s responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. “INDEPENDENT CONTRACTOR”**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers’ Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS’ COMPENSATION**

The Subrecipient shall provide Workers’ Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee’s governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.



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**H. SUSPENSION OR TERMINATION**

In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. FINANCIAL MANAGEMENT**

**1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

**B. DOCUMENTATION AND RECORD KEEPING**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- γ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

**2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee’s annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

**3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and



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description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.

**4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., The Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.

**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.





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**D. PROCUREMENT**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.



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**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**



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The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. “Section 3” Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient’s subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient’s subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

*“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work



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undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

**b) Notifications**

The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**



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The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:

- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;





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- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.

**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

**C. LEAD-BASED PAINT**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.



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**APPROVALS**

**METROPOLITAN FAIR HOUSING COUNCIL OF OKLAHOMA, INC.**

\_\_\_\_\_  
*Mary Daniels Dulan, Executive Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*



**SUBRECIPIENT AGREEMENT  
BETWEEN  
MOORE FIRST UNITED METHODIST CHURCH AND CITY OF MOORE  
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THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *Moore First United Methodist Church* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

The Subrecipient will be responsible for administering the Five Loaves Food Pantry in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

<b>Activity #1</b>
<i>Provide ~111 food boxes to Moore residents.</i>

**General Administration**

Residents complete a basic information sheet for record keeping, which includes details such as household size, name, and address. Based on this information, they receive a box of food tailored to their household size. The pantry operates twice weekly, on Sundays from 1:30 PM to 3:00 PM and on Wednesdays from 3:00 PM to 5:00 PM, with additional availability by appointment. The church sponsors and supports the pantry, providing space and utilities at no cost, as well as making donations. The pantry is staffed by volunteers who are responsible for purchasing and stocking food, maintaining records, and assisting during open hours.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income limited clientele National Objective. The IDIS Matrix Code for this activity is 05W Food Banks.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

<b>Activity</b>	<b>Cost per Unit</b>	<b>Units per Year</b>
<i>Five Loaves Food Pantry</i>	<i>\$45.00</i>	<i>~111 Food Boxes</i>

**D. STAFFING**

<b>Type of Staff – Overall</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	<i>2</i>
<i>Number of Support Staff</i>	<i>14</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>100</i>
<i>Number of Board Directors (all)</i>	<i>9</i>
<i>Number of Volunteers (all)</i>	<i>100</i>

<b>Type of Staff – CDBG</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	<i>2</i>
<i>Number of Support Staff</i>	<i>5</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>20</i>
<i>Number of Board Directors (all)</i>	<i>9</i>
<i>Number of Volunteers (all)</i>	<i>20</i>

**E. PERFORMANCE MONITORING**



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The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the 1<sup>st</sup> day of October 2025 and end on the 30<sup>th</sup> day of September 2026. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

Service Activity	Units of Service	Cost per Unit	Total Budget
Five Loaves Food Pantry	~111 Food Boxes	\$45.00	\$5,000.00
<b>Total:</b>			<b>\$5,000.00</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed \$5,000.00. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee		Subrecipient	
Grantee:	City of Moore	Subrecipient:	Moore First United Methodist Church
Grantee Name:	Kahley Gilbert	Subrecipient Name:	Rev. Shyloe O'Neal
Grantee Title:	Project-Grants Manager	Subrecipient Title:	Executive Director
Grantee Address:	301 N. Broadway Moore, Oklahoma 73160	Subrecipient Address:	201 W. Main Street Moore, OK 73160
Grantee Telephone:	(405) 793-4571	Subrecipient Telephone:	(405) 794-6671
Grantee Email:	<a href="mailto:kgilbert@cityofmoore.com">kgilbert@cityofmoore.com</a>	Subrecipient Email:	<a href="mailto:shyloe.oneal@moorechurch.com">shyloe.oneal@moorechurch.com</a>
Grantee Website:	<a href="http://www.cityofmoore.com">www.cityofmoore.com</a>	Subrecipient Website:	<a href="http://moorechurch.com">moorechurch.com</a>

**VI. SPECIAL CONDITIONS**

The applicant's eligibility will be assessed through an income verification process to ensure compliance with the criterion of not surpassing 80% of the Oklahoma City median family income.

**VII. GENERAL CONDITIONS**

**A. GENERAL CONDITIONS**



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The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. "INDEPENDENT CONTRACTOR"**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS' COMPENSATION**

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.

**H. SUSPENSION OR TERMINATION**

In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or





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4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

## **VIII. ADMINISTRATIVE REQUIREMENTS**

### **A. FINANCIAL MANAGEMENT**

#### **1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

#### **2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

### **B. DOCUMENTATION AND RECORD KEEPING**

#### **1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- χ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

#### **2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

#### **3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.

#### **4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., The Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.



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**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

**D. PROCUREMENT**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**



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Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient’s control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. in regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be



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inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.



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**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. "Section 3" Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

*"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.





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**b) Notifications**

The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:

- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.





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- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.

**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).



**SUBRECIPIENT AGREEMENT  
BETWEEN  
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**C. LEAD-BASED PAINT**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.



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**APPROVALS**

**MOORE FIRST UNITED METHODIST CHURCH**

\_\_\_\_\_  
*Rev. Shyloe O'Neal, Executive Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*



**SUBRECIPIENT AGREEMENT  
BETWEEN  
MOORE YOUTH AND FAMILY SERVICES, INC. AND CITY OF MOORE  
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THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *Moore Youth and Family Services, Inc.* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

The Oklahoma Association of Youth Services (OAYS) operates a statewide diversion and prevention program known as the First-Time Offender Program (FTOP), though local youth service agencies may use their own program names. In Moore, the program is called PASS, provided by Moore Youth and Family Services (MYFS). PASS is a specialized program for first-time offenders, offering various individual, group, family, and learning-activity services. Typically, the program is a time-limited, structured, curriculum-based intervention for adolescents arrested for misdemeanor crimes. PASS aims to educate both adolescents and their parents to prevent further involvement with the juvenile justice system and to identify youths with substance use or mental health issues who may require treatment that is more intensive.

The Subrecipient will be responsible for administering a FTOP-Positive Adolescent Social Skills (PASS) program in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

<b>Activity #1</b>
<i>Provide Screening and Assessment services to Moore residents.</i>
<b>Activity #2</b>
<i>Provide Individual and Group Psychoeducational services to Moore residents.</i>

**General Administration**

First-Time Offender Program facilitators may use various identified intervention strategies and practices, some of which are supported by research. Pre- and post-program data are collected through the Juvenile Online Tracking System to determine recidivism rates. Program facilitators evaluate each participant based on their attendance and participation levels. Additionally, both the youth and their parent or guardian at the end of the class completes a client satisfaction survey.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income limited clientele National Objective. The IDIS Matrix Code for this activity is 05D Youth Services.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

<b>Activity</b>	<b>Cost per Unit</b>	<b>Units per Year</b>
<i>1 Hr. Screening and Assessment Services</i>	<i>\$40.00</i>	<i>~75 Hours</i>
<i>1 Hr. Individual and Group Psychoeducational Services</i>	<i>\$30.00</i>	<i>~100 Hours</i>

**D. STAFFING**

<b>Type of Staff – Overall</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	<i>15</i>
<i>Number of Support Staff</i>	<i>4</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>4</i>
<i>Number of Board Directors (all)</i>	<i>8</i>



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<i>Number of Volunteers (all)</i>	0
<b>Type of Staff – CDBG</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	2
<i>Number of Support Staff</i>	2
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	4
<i>Number of Board Directors (all)</i>	8
<i>Number of Volunteers (all)</i>	0

**E. PERFORMANCE MONITORING**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the 1<sup>st</sup> day of October 2025 and end on the 30<sup>th</sup> day of September 2026. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

Service Activity	Units of Service	Cost per Unit	Total Budget
<i>1 Hr. Screening and Assessment Services</i>	<i>~75 Hours</i>	<i>\$40.00</i>	<i>\$3,000.00</i>
<i>1 Hr. Individual and Group Psychoeducational Services</i>	<i>~100 Hours</i>	<i>\$30.00</i>	<i>\$3,000.00</i>
<b>Total:</b>			<b>\$6,000.00</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed \$6,000.00. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient’s financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee		Subrecipient	
<i>Grantee:</i>	<i>City of Moore</i>	<i>Subrecipient:</i>	<i>Moore Youth and Family Services, Inc.</i>
<i>Grantee Name:</i>	<i>Kahley Gilbert</i>	<i>Subrecipient Name:</i>	<i>Dr. Amara Lett</i>
<i>Grantee Title:</i>	<i>Project-Grants Manager</i>	<i>Subrecipient Title:</i>	<i>Executive Director</i>
<i>Grantee Address:</i>	<i>301 N. Broadway Moore, Oklahoma 73160</i>	<i>Subrecipient Address:</i>	<i>624 NW 5th Street Moore, Oklahoma 73160</i>
<i>Grantee Telephone:</i>	<i>(405) 793-4571</i>	<i>Subrecipient Telephone:</i>	<i>(405) 799-3379</i>
<i>Grantee Email:</i>	<i><a href="mailto:kgilbert@cityofmoore.com">kgilbert@cityofmoore.com</a></i>	<i>Subrecipient Email:</i>	<i><a href="mailto:amaralett@mooreyouthandfamily.org">amaralett@mooreyouthandfamily.org</a></i>



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<i>Grantee Website:</i>	<a href="http://www.cityofmoore.com">www.cityofmoore.com</a>	<i>Subrecipient Website:</i>	<a href="http://mooreyouthandfamily.org">mooreyouthandfamily.org</a>
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**VI. SPECIAL CONDITIONS**

There are no special conditions specific to the particular activity/activities or individual Subrecipient.

**VII. GENERAL CONDITIONS**

**A. GENERAL CONDITIONS**

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient’s environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient’s responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. “INDEPENDENT CONTRACTOR”**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers’ Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS’ COMPENSATION**

The Subrecipient shall provide Workers’ Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee’s governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.

**H. SUSPENSION OR TERMINATION**





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In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. FINANCIAL MANAGEMENT**

**1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

**B. DOCUMENTATION AND RECORD KEEPING**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- χ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

**2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee’s annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

**3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.



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**4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., The Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.

**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

**D. PROCUREMENT**

**1. Compliance**



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The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient’s control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**



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The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**



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The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. "Section 3" Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

*"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint





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hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

**b) Notifications**

The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:





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- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;



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- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.

**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

**C. LEAD-BASED PAINT**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.



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**APPROVALS**

**MOORE YOUTH AND FAMILY SERVICES, INC.**

\_\_\_\_\_  
*Dr. Amara Lett, Executive Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*



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THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *Moore Youth and Family Services, Inc.* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

The School-Based Services Program focuses on Early Intervention, Prevention, Risk Reduction, and Resiliency for referred students. The primary goal of the SBS staff is to "provide a high-quality and effective alcohol, drug, and violence early intervention and prevention program to at-risk students in the Moore Public Schools' secondary schools." Additionally, the program aims to reduce risky and violent behaviors among referred students and throughout the overall student population.

The Subrecipient will be responsible for administering a School-Based Services program in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

Activity #1
<i>Provide School-Based Services such as crisis intervention, individual support, psychoeducational groups and case management services.</i>

**General Administration**

Students are referred to School-Based Services by their school counselor or principal. Student participation is voluntarily, and each must have a signed parent/guardian consent. Meetings with school counselors, principals, and parents regarding linkage for students who usually need a higher level of care comprise these services.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income limited clientele National Objective. The IDIS Matrix Code for this activity is 05D Youth Services.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

Activity	Cost per Unit	Units per Year
<i>1 Hr. School-Based Services</i>	<i>\$40.00</i>	<i>~150 Hours</i>

**D. STAFFING**

Type of Staff	Total Number
<i>Number of Professional Staff</i>	<i>15</i>
<i>Number of Support Staff</i>	<i>4</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>4</i>
<i>Number of Board Directors (all)</i>	<i>8</i>
<i>Number of Volunteers (all)</i>	<i>0</i>

Type of Staff	Total Number
<i>Number of Professional Staff</i>	<i>2</i>
<i>Number of Support Staff</i>	<i>3</i>
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	<i>4</i>
<i>Number of Board Directors (all)</i>	<i>8</i>



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<i>Number of Volunteers (all)</i>	0
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**E. PERFORMANCE MONITORING**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the 1<sup>st</sup> day of October 2025 and end on the 30<sup>th</sup> day of September 2026. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

Service Activity	Units of Service	Cost per Unit	Total Budget
<i>1 Hr. School-Based Services</i>	<i>~150 Hours</i>	<i>\$40.00</i>	<i>\$6,000.00</i>
<b>Total:</b>			<b>\$6,000.00</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **\$6,000.00**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee		Subrecipient	
<i>Grantee:</i>	<i>City of Moore</i>	<i>Subrecipient:</i>	<i>Moore Youth and Family Services, Inc.</i>
<i>Grantee Name:</i>	<i>Kahley Gilbert</i>	<i>Subrecipient Name:</i>	<i>Dr. Amara Lett</i>
<i>Grantee Title:</i>	<i>Project-Grants Manager</i>	<i>Subrecipient Title:</i>	<i>Executive Director</i>
<i>Grantee Address:</i>	<i>301 N. Broadway Moore, Oklahoma 73160</i>	<i>Subrecipient Address:</i>	<i>624 NW 5th Street Moore, OK 73160</i>
<i>Grantee Telephone:</i>	<i>(405) 793-4571</i>	<i>Subrecipient Telephone:</i>	<i>(405) 799-3379</i>
<i>Grantee Email:</i>	<a href="mailto:kgilbert@cityofmoore.com"><i>kgilbert@cityofmoore.com</i></a>	<i>Subrecipient Email:</i>	<a href="mailto:amaralett@mooreyouthandfamily.org"><i>amaralett@mooreyouthandfamily.org</i></a>
<i>Grantee Website:</i>	<a href="http://www.cityofmoore.com"><i>www.cityofmoore.com</i></a>	<i>Subrecipient Website:</i>	<a href="http://mooreyouthandfamily.org"><i>mooreyouthandfamily.org</i></a>

**VI. SPECIAL CONDITIONS**

There are no special conditions specific to the particular activity/activities or individual Subrecipient.

**VII. GENERAL CONDITIONS**

**A. GENERAL CONDITIONS**



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The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. "INDEPENDENT CONTRACTOR"**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS' COMPENSATION**

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.

**H. SUSPENSION OR TERMINATION**

In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or





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4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. FINANCIAL MANAGEMENT**

**1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

**B. DOCUMENTATION AND RECORD KEEPING**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- χ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

**2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee’s annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

**3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.

**4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee’s or Subrecipient’s responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., The Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.



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**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

**D. PROCUREMENT**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**



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Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. in regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be



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inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.



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**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. "Section 3" Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

*"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.





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**b) Notifications**

The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:

- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.





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- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.

**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).



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**C. LEAD-BASED PAINT**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.



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**APPROVALS**

**MOORE YOUTH AND FAMILY SERVICES, INC.**

\_\_\_\_\_  
*Dr. Amara Lett, Executive Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*



**SUBRECIPIENT AGREEMENT  
BETWEEN  
ST. VINCENT DE PAUL AND CITY OF MOORE  
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THIS AGREEMENT, entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the *City of Moore* (herein called the “Grantee”) and *St. Vincent de Paul* (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICES**

**A. ACTIVITIES**

**Utility Bills:** The organization offers utility assistance services to residents, referred to as Friends and Neighbors (FAN). Listed on the 211-service information line, the organization is accessible to individuals seeking help with utility bills. Upon contact, the organization collects the individual's address and phone number. If the individual resides within the city limits of Moore and has not received assistance in the past year, a case is initiated. This case is assigned to two designated members of the society, who conduct a home visit to assess the required support. During the visit, the utility account information of the FAN is gathered. The organization then contacts the utility company to make a payment pledge, which is subsequently forwarded to the treasurer for processing and payment of the utility bill.

**Oxford House:** The organization's service phone number is displayed on bulletin boards in the four Oxford Houses in Moore. Members are aware that they can contact the organization for assistance with a week's rent. As Friends and Neighbors (FAN) transition into the Oxford Houses, they are often coming from a rehabilitation facility and require a stable living environment, away from their previous home or drug-related circumstances. The organization can meet with new residents and provide financial support by covering a week's rent.

The Subrecipient will be responsible for administering a utility bills assistance program and separately, a rental assistance program for the Oxford House in Moore in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such programs will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

<b>Activity #1</b>
<i>Provide utility bill assistance to Moore residents toward bills that include ONG, OG&amp;E, and City of Moore Water bill.</i>
<b>Activity #2</b>
<i>Provide rental assistance to Moore residents toward Oxford House rent.</i>

**General Administration**

Phone lines are open Monday, Wednesday, and Friday from 10:00AM-12:00PM. All messages left are returned with a call. If the individual calling lives in Moore and has not been helped in the last year, their information is passed on to a team who will arrange to make the home visit. The team arranges a convenient time for the visit. The team visits will determine the best use of donated funds and make recommendations using the resources list.

**B. NATIONAL OBJECTIVES**

All activities funded with CDBG funds must meet one of the CDBG program’s National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The subrecipient certifies that the activity or activities carried out under this Agreement will meet the low- and moderate-income limited clientele National Objective. The IDIS Matrix Code for this activity is 05Q Subsistence Payments.

**C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES**

The Subrecipient agrees to provide the following levels of program services:

<b>Activity</b>	<b>Cost per Unit</b>	<b>Units per Year</b>
<i>Utility Bills</i>	<i>\$150.00</i>	<i>~28 Moore Households</i>
<i>Oxford House</i>	<i>\$150.00</i>	<i>~5 Moore Households</i>



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**D. STAFFING**

<b>Type of Staff – Overall</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	0
<i>Number of Support Staff</i>	0
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	19
<i>Number of Board Directors (all)</i>	5
<i>Number of Volunteers (all)</i>	19

<b>Type of Staff – CDBG</b>	<b>Total Number</b>
<i>Number of Professional Staff</i>	0
<i>Number of Support Staff</i>	0
<i>Number of Board and Volunteers who provide Professional Services in place of Professional Staff</i>	1
<i>Number of Board Directors (all)</i>	5
<i>Number of Volunteers (all)</i>	1

**E. PERFORMANCE MONITORING**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the 1<sup>st</sup> day of October 2025 and end on the 30<sup>th</sup> day of September 2026. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

<b>Service Activity</b>	<b>Units of Service</b>	<b>Cost per Unit</b>	<b>Total Budget</b>
<i>Utility Bills</i>	<i>~28 Moore Households</i>	<i>\$150.00</i>	<i>\$4,250.00</i>
<i>Oxford House</i>	<i>~5 Moore Households</i>	<i>\$150.00</i>	<i>\$750.00</i>
<b>Total:</b>			<b>\$5,000.00</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **\$5,000.00**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient’s financial management system in accordance with the standards specified in 2 CFR 200.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

<b>Grantee</b>		<b>Subrecipient</b>	
<i>Grantee:</i>	<i>City of Moore</i>	<i>Subrecipient:</i>	<i>St. Vincent de Paul</i>
<i>Grantee Name:</i>	<i>Kahley Gilbert</i>	<i>Subrecipient Name:</i>	<i>Noreen Valadez</i>



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<i>Grantee Title:</i>	<i>Project-Grants Manager</i>	<i>Subrecipient Title:</i>	<i>Executive Director</i>
<i>Grantee Address:</i>	<i>301 N. Broadway Moore, Oklahoma 73160</i>	<i>Subrecipient Address:</i>	<i>800 NW 5<sup>th</sup> Street Moore, Oklahoma 73160</i>
<i>Grantee Telephone:</i>	<i>(405) 793-4571</i>	<i>Subrecipient Telephone:</i>	<i>(405) 314-0414</i>
<i>Grantee Email:</i>	<i><a href="mailto:kgilbert@cityofmoore.com">kgilbert@cityofmoore.com</a></i>	<i>Subrecipient Email:</i>	<i><a href="mailto:noreenvaladez@outlook.com">noreenvaladez@outlook.com</a></i>
<i>Grantee Website:</i>	<i><a href="http://www.cityofmoore.com">www.cityofmoore.com</a></i>	<i>Subrecipient Website:</i>	<i><a href="http://SVDPOKC.org">SVDPOKC.org</a></i>

**VI. SPECIAL CONDITIONS**

The applicant's eligibility will be assessed through an income verification process to ensure compliance with the criterion of not surpassing 80% of the Oklahoma City median family income.

**VII. GENERAL CONDITIONS**

**A. GENERAL CONDITIONS**

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. "INDEPENDENT CONTRACTOR"**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

**C. HOLD HARMLESS**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgements whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

**D. WORKERS' COMPENSATION**

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. INSURANCE AND BONDING**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee. The Subrecipient shall comply with the bonding and insurance requirements of 2 CFR 200, Bonding and Insurance.

**F. GRANTEE RECOGNITION**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. AMENDMENTS**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.





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The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by a written amendment signed by both Grantee and Subrecipient.

**H. SUSPENSION OR TERMINATION**

In accordance with 2 CFR 200, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and in the case of termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. FINANCIAL MANAGEMENT**

**1. Accounting Standards**

The Subrecipient agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with 2 CFR 200 as applicable. These principles shall be applied for all costs incurred whether charges on a direct or indirect basis.

**B. DOCUMENTATION AND RECORD KEEPING**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- α.* Records providing a full description of each activity undertaken;
- β.* Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- χ.* Records required to determine the eligibility of activities;
- δ.* Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- ε.* Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- φ.* Financial records as required by 24 CFR 570.502, and 2 CFR 200; and
- g.* Other records necessary to document compliance with Subpart K of 24 CFR 570.

**2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.



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**3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees to review upon request.

**4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by Title 51 O.S. Sect. 24A.1 et. Seq., The Oklahoma Open Records Act, unless written consent is obtained from such person receiving service and, in the case of a minor, that a responsible parent/guardian.

**5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits and Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient audits and 2 CFR 200.

**C. REPORTING AND PAYMENT PROCEDURES**

**1. Program Income**

The Subrecipient shall report monthly all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation for determining the appropriate Subrecipient's share of administrative costs and shall submit each plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.



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**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

**D. PROCUREMENT**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property or services in accordance with the requirements of 2 CFR 200.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. USE AND REVERSION OF ASSETS**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient’s control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HUD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions, and policies concerning the displacement of persons from their residences.

**X. PERSONNEL AND PARTICIPANT CONDITIONS**

**A. CIVIL RIGHTS**

**1. Compliance**

The Subrecipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community



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Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age of Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. AFFIRMATIVE ACTION**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations, and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**



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The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. EMPLOYMENT RESTRICTIONS**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state, and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation, or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with applicable requirements of the regulations of the Department of Labor, under 29 CFR 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. "Section 3" Clause**

**a) Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient, and any of the Subrecipient's subrecipients or subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

*"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."*

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within





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the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

**b) Notifications**

The Subrecipient agrees to send to each labor organization and representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

**c) Subcontracts**

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. CONDUCT**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a) Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b) Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c) Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d) Selection Process**

The Subrecipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.





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**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 2 CFR 200 and 570.611, which include (but are not limited to) the following:

- a) The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds.
- b) No employee, officer, or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c) No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

**5. Lobbying**

The Subrecipient hereby certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and;
- c) It will require that the language of paragraph (d) of this certification be included in award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly;
- d) Lobbying Certification: this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

**XI. ENVIRONMENTAL CONDITIONS**

**A. AIR AND WATER**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:



**SUBRECIPIENT AGREEMENT  
BETWEEN  
ST. VINCENT DE PAUL AND CITY OF MOORE  
FOR THE  
2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

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- Clean Air Act, 42 U.S.C., 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR 50, as amended.

**B. FLOOD DISASTER PROTECTION**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having a special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

**C. LEAD-BASED PAINT**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment, and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment, and/or abatement may be conducted.

**D. HISTORIC PRESERVATION**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.



SUBRECIPIENT AGREEMENT  
BETWEEN  
ST. VINCENT DE PAUL AND CITY OF MOORE  
FOR THE  
2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

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**APPROVALS**

**ST. VINCENT DE PAUL**

\_\_\_\_\_  
*Noreen Valadez, Executive Director*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Date*

**CITY OF MOORE, OKLAHOMA**

\_\_\_\_\_  
*Mark Hamm, Mayor*

\_\_\_\_\_  
*Date*

**Attest**

\_\_\_\_\_  
*Vanessa Kemp, City Clerk*

\_\_\_\_\_  
*Date*

**Approved as to Form and Legality**

\_\_\_\_\_  
*Brian Miller, City Attorney*

\_\_\_\_\_  
*Date*

**CLAIMS FOR APPROVAL  
FISCAL YEAR 2025-2026  
COUNCIL MEETING SEPTEMBER 15, 2025**

**CITY OF MOORE**

Payroll of August 10, 2025 to August 23, 2025		\$	1,351,038.42
Payroll Related Claims		\$	435,089.09
GO Street Bonds 2010 (Ratification 08-28-25)	(04)	\$	18,949.49
GO Street Bonds 2010 (Ratification 09-04-25)		\$	4,813.98
General Fund (Ratification 08-28-25)	(06)	\$	255,504.90
General Fund (Ratification 09-02-25CC)		\$	9,487.97
General Fund (Ratification 09-04-25)		\$	380,361.03
Special Revenue Fund (Ratification 08-28-25)	(08)	\$	175,700.68
Urban Renewal Authority (Ratification 08-28-25)	(10)	\$	4,400.00
Urban Renewal Authority (Ratification 09-04-25)		\$	24,901.87
Stormwater Systems (Ratification 09-04-25)	(11)	\$	7,971.00
Public Safety/Streets Sales Tax (Ratification 09-04-25)	(12)	\$	7,147.25
CDBG-DR (Ratification 09-02-25CC)	(15)	\$	19.99
	<b>Fund Total</b>	<b>\$</b>	<b><u>2,675,385.67</u></b>

**MOORE PUBLIC WORKS AUTHORITY**

Moore Risk Management (Ratification 08-28-25)	(02)	\$	6,106.48
Moore Risk Management (Ratification 09-04-25)		\$	12,284.40
Moore Public Works (Ratification 08-28-25)	(05)	\$	9,095.71
Moore Public Works (Ratification 09-04-25)		\$	348,259.72
	<b>Fund Total</b>	<b>\$</b>	<b><u>375,746.31</u></b>

<b>ALL FUNDS GRAND TOTAL</b>		<b>\$</b>	<b><u><u>3,051,131.98</u></u></b>
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**CLAIMS FOR RATIFICATION  
Fiscal Year 2025-2026  
DISTRIBUTION AUGUST 28, 2025  
COUNCIL MEETING SEPTEMBER 15, 2025**

**CITY OF MOORE**

GO Street Bonds	(04)	\$	18,949.49
General Fund	(06)	\$	255,504.90
Special Revenue Fund	(08)	\$	175,700.68
Urban Renewal Authority	(10)	\$	4,400.00
	<b>Fund Total</b>	<b>\$</b>	<b><u>454,555.07</u></b>

**MOORE PUBLIC WORKS AUTHORITY**

Moore Risk Management	(02)	\$	6,106.48
Moore Public Works	(05)	\$	9,095.71
	<b>Fund Total</b>	<b>\$</b>	<b><u>15,202.19</u></b>

**ALL FUNDS GRAND TOTAL**                      **\$ 469,757.26**

CLAIMS FOR RATIFICATION

MOORE CITY COUNCIL

COUNCIL MEETING SEPTEMBER 15, 2025

Moore City Council  
General Fund 2025-2026  
Vendor & Employee Claims



# Moore, OK Purchase Order Claim Register



Fund: 04 - Street Bond Improvements

Check Run : 082825

Department: 531 - 2019 GO Street/Drainage

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
200948	2895	FREESE AND NICHOLS, INC	CC APPROVED 08/19/19 ENGINEERING SERVICES	8/8/2025	123514	5,562.51
		04035310 - 54315 - 12002	Engineering			
260940	4448	NAHAMIA INVESTMENTS, LLC	Permanent/Temporary Easement Parcel 8, 8.1	8/21/2025	123596	4,500.00
		04035310 - 54300 - 12002	Construction			

Department Total : 10,062.51

Department: 533 - 2021 GO Street/Drainage

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260841	1048	FELLERS, SNIDER, BLANKENSHIP,	JEFF CLOUD -LEGAL	8/4/2025	123159	2,394.00
		04035330 - 54320 - 12001	Land			
260837	1048	FELLERS, SNIDER, BLANKENSHIP,	4th STREET RAILROAD UNDERPASS PROJECT	8/4/2025	123162	207.00
		04035330 - 54320 - 12001	Land			

Department Total : 2,601.00

Department: 534 - 2022 GO Streets/Animal Shelter

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
223183	2895	FREESE AND NICHOLS, INC	PROFESSION ENGINEERING SRVS -TELEPHONE ROAD	8/8/2025	123531	6,285.98
		04035340 - 54315 - 12017	Engineering			

Department Total : 6,285.98

Fund Total : 18,949.49

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund Check Run : 082825

**Department: 000 - Undesignated**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260537	3274	WAXIE'S ENTERPRISES, LLC	FAC custodial inventory restock	8/6/2025	123007	476.16
		6 - 12051 -	Inventory Building Maintenance			
<b>Department Total :</b>						<b>476.16</b>

**Department: 006 - Parks/Recreation/Aquatics**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
	1	ONE TIME PAY VENDOR	Station Refund 2008680.002	8/27/2025	123831	50.00
		06050060 - 46660 - 60603	The Station			
<b>Department Total :</b>						<b>50.00</b>

**Department: 035 - General Government**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260002	92	NORMAN TRANSCRIPT	Blanket PO for City Clerk Publications	8/5/2025	122954	8.40
		06010350 - 52000 -	Printing & Publications			
260002	92	NORMAN TRANSCRIPT	Blanket PO for City Clerk Publications	8/5/2025	122955	8.55
		06010350 - 52000 -	Printing & Publications			
260002	92	NORMAN TRANSCRIPT	Blanket PO for City Clerk Publications	8/5/2025	122956	12.75
		06010350 - 52000 -	Printing & Publications			
260002	92	NORMAN TRANSCRIPT	Blanket PO for City Clerk Publications	8/5/2025	122957	9.60
		06010350 - 52000 -	Printing & Publications			
260840	1048	FELLERS, SNIDER, BLANKENSHIP,	COREA, ALFREDO , AND ASTRID LEGAL FEES	8/4/2025	123160	1,975.00
		06010350 - 52370 - 15480	Legal Expense			
260839	1048	FELLERS, SNIDER, BLANKENSHIP,	VICKY CORBIN LEGAL SERVICES	8/4/2025	123161	7,636.00
		06010350 - 52370 - 15430	Legal Expense			
260838	1048	FELLERS, SNIDER, BLANKENSHIP,	BRYAN GAINES LEGAL FEES	8/4/2025	123163	40,096.50
		06010350 - 52370 - 15375	Legal Expense			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/12/2025	123442	52.91
		06010350 - 52100 -	Electricity			
260933	30	CLEVELAND COUNTY ELECTION BOARD	08/12/2025 Election - Final Expenses	8/21/2025	123597	20,907.49
		06010350 - 52325 -	Election Expense			
260953	1260	TAP ARCHITECTURE	MOORE PUBLIC SAFETY TRAINING FACILITY	8/1/2025	123650	5,401.74
		06010350 - 53021 -	Building Construction			
261021	4206	QTR CORPORATION	2025 Q2 Sales Tax Rebate	8/27/2025	123800	33,790.60
		06010350 - 52180 -	Sales Tax Rebate			
260576	1727	OKLAHOMA NATURAL GAS	ONG PUBLIC WORKS AUTHORITY COMBINED	8/22/2025	123847	486.08
		06010350 - 52105 -	Natural Gas			
<b>Department Total :</b>						<b>110,385.62</b>

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund Check Run : 082825

**Department: 041 - City Attorney**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260412	4403	TRACY DORMAN	Open Records Clerical work est thu Sept.	8/21/2025	123667	1,731.00
		06010410 - 52360 -	Professional Services			

**Department Total : 1,731.00**

**Department: 043 - Finance**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260735	2748	SUNDANCE OFFICE SUPPLY, INC.	OFFICE SUPPLIES FOR FINANCE	8/6/2025	122959	42.97
		06010430 - 51000 -	General Office Supplies			
260772	2748	SUNDANCE OFFICE SUPPLY, INC.	LEGAL MANILLA FILE FOLDERS	8/7/2025	123019	30.03
		06010430 - 51000 -	General Office Supplies			
260989	4437	KIMBERLY HOLT DRAPER	Afternoon Front Desk Receptionist	8/23/2025	123666	450.00
		06010430 - 52355 -	Contract Services			

**Department Total : 523.00**

**Department: 044 - Information Technology**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260695	1869	DAVENPORT GROUP, INC	Powervault support renewal	8/6/2025	123020	15,965.08
		06010440 - 52477 -	Hardware Licensing/Support			
260699	3505	FINANCIAL INSTITUTION INFORMATION SECURITY	Annual penetration test	8/7/2025	123171	5,625.00
		06010440 - 52352 -	Security Software			
260630	730	COX COMMUNICATIONS, INC	UNDERCOVER INTERNET	8/15/2025	123670	74.95
		06010440 - 52135 -	Internet Expense			
261042	4264	JC ELECTRONICS LLC	DIGITIZER FOR IPAD 10 (2022)	8/14/2025	123845	119.99
		06010440 - 52255 -	Minor Equip Maint/Lease			

**Department Total : 21,785.02**

**Department: 046 - Public Affairs**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
261015	413	EBREY, DEIDRE	Lunch with Brooks/McHughes County Comm.	8/19/2025	123783	63.17
		06010460 - 52545 -	Misc Services & Charges			

**Department Total : 63.17**

**Department: 051 - Police**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260988	3233	TODD R GIBSON	LIBERTY UNIVERSITY SUMMER 2025	8/22/2025	123671	1,011.90
		06020510 - 52007 -	Tuition Reimbursement			
260878	74	MATTOCKS PRINTING CO. LLC	2 BOX OF 1000 CASE #/CRASHDOCS CARDS FOR PATROL	8/21/2025	123788	104.50
		06020510 - 52000 -	Printing & Publications			
260844	74	MATTOCKS PRINTING CO. LLC	NOTARY RENEWAL ROBINSON/COLEMAN/DEAN	8/22/2025	123789	130.00
		06020510 - 52360 -	Professional Services			
260484	3233	TODD R GIBSON	per diem LRIS training Las Vegas 9/9-9/12	8/22/2025	123790	255.00
		06020510 - 52006 -	Training			

# Moore, OK Purchase Order Claim Register



**Fund: 06 - General Fund** **Check Run : 082825**

**Department: 051 - Police**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260604	2349	BRYCE WHITE	per diem training Charleston SC 9/6 -9/12/25	7/8/2025	123792	598.00
		06020510 - 52006 -	Training			

**Department Total : 2,099.40**

**Department: 053 - Emergency Management**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260729	2680	HRO, INC.	Replacement antenna for pickup	8/6/2025	123121	52.90
		06020530 - 52270 -	Radio Equipment Maint/Repair			

**Department Total : 52.90**

**Department: 054 - Fire**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260629	3164	AMAZON.COM SALES, INC.	Frigidaire Thermistor for Station #1	8/4/2025	122920	38.06
		06020540 - 52255 -	Minor Equip Maint/Lease			
260710	3164	AMAZON.COM SALES, INC.	Copy Paper for MFD	8/8/2025	123059	140.64
		06020540 - 51000 -	General Office Supplies			
260770	1863	SITEONE LANDSCAPE SUPPLY	Bed Bug Spray for MFD Station #3	8/5/2025	123062	75.42
		06020540 - 52260 -	Building Maintenance/Repair			
260795	2803	MAYA 4818 LLC	Shipment of Testing Booklets	8/6/2025	123462	207.28
		06020540 - 51250 -	Misc. Materials & Supplies			

**Department Total : 461.40**

**Department: 064 - Public Works**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260428	726	EUREKA WATER COMPANY	DRINKING WATER STREET DEPARTMENT	8/8/2025	123173	7.95
		06040640 - 52355 -	Contract Services			
260426	726	EUREKA WATER COMPANY	DRINKING WATER ADMINISTRATIVE BLDG	8/8/2025	123174	7.95
		06040640 - 52355 -	Contract Services			
260726	3164	AMAZON.COM SALES, INC.	SUPPLIES FOR PW STREET DEPARTMENT	8/8/2025	123184	34.99
		06040640 - 51000 -	General Office Supplies			
260726	3164	AMAZON.COM SALES, INC.	SUPPLIES FOR PW STREET DEPARTMENT	8/8/2025	123184	446.27
		06040640 - 51070 -	Parts			
260436	3203	HASKELL LEMON CONSTRUCTION COMPANY	SS 1-H TACK COAT FOR POTHOLE PATCHER	8/7/2025	123185	307.20
		06040640 - 51105 -	Street Materials			
260752	258	SUNSTATE EQUIPMENT CO	EQUIPMENT RENTAL	8/8/2025	123187	30.38
		06040640 - 52200 -	Equipment Rental			
260718	3164	AMAZON.COM SALES, INC.	FILE CABINET BAR, OFFICE SUPPLY	8/4/2025	123242	43.00
		06040640 - 51000 -	General Office Supplies			
260702	3164	AMAZON.COM SALES, INC.	OFFICE SUPPLIES	8/6/2025	123243	84.41
		06040640 - 51000 -	General Office Supplies			
260790	3164	AMAZON.COM SALES, INC.	ON CALL PHONE CASE/PROTECTOR	8/8/2025	123244	12.30
		06040640 - 51000 -	General Office Supplies			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 064 - Public Works

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260417	72	LOWE'S BUSINESS ACCOUNT	MATERIALS AND SUPPLIES STREET DEPARTMENT	8/6/2025	123299	94.92
		06040640 - 51250 -	Misc. Materials & Supplies			
260417	72	LOWE'S BUSINESS ACCOUNT	MATERIALS AND SUPPLIES STREET DEPARTMENT	8/7/2025	123300	30.32
		06040640 - 51250 -	Misc. Materials & Supplies			
260417	72	LOWE'S BUSINESS ACCOUNT	MATERIALS AND SUPPLIES STREET DEPARTMENT	8/4/2025	123301	18.96
		06040640 - 51250 -	Misc. Materials & Supplies			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/6/2025	123324	900.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/6/2025	123325	260.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/6/2025	123326	380.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/6/2025	123327	90.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/9/2025	123344	900.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/9/2025	123345	60.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/9/2025	123346	180.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/9/2025	123347	110.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/9/2025	123348	280.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/8/2025	123349	480.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/8/2025	123350	680.00
		06040640 - 52357 -	Mowing			
260879	1764	SIGNAL SYSTEM MANAGEMENT	2025 SSM PROJECT-19TH STREET SIGNAL COORDINATION	7/1/2025	123376	1,460.00
		06040640 - 52358 -	Signal Light Monitoring			
260882	3408	TUS NUA LAWN AND LANDSCAPE, LLC	CITY OF MOORE/TEMP SERVICE TUS NUA	8/2/2025	123377	10,400.00
		06040640 - 52350 -	Temporary Labor			
260883	3408	TUS NUA LAWN AND LANDSCAPE, LLC	CITY OF MOORE/TEMP SERVICE TUS NUA	8/9/2025	123378	10,400.00
		06040640 - 52350 -	Temporary Labor			
260863	312	GOLD STAR GRAPHICS	PERFORMANCE CAP NE406	8/7/2025	123379	437.00
		06040640 - 51225 -	Uniform Acquisition/Rental			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 064 - Public Works

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/12/2025	123442	129.58
		06040640 - 52100 -	Electricity			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/14/2025	123591	85.33
		06040640 - 52100 -	Electricity			
260433	1734	WALMART COMMUNITY	PUBLIC WORKS OFFICE SUPPLIES, ECT.	8/18/2025	123601	24.89
		06040640 - 51000 -	General Office Supplies			
260432	1705	SAMS CLUB DIRECT	SUPPLIES, WATER, GATORADE ECT	8/19/2025	123602	454.04
		06040640 - 51250 -	Misc. Materials & Supplies			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/2/2025	123696	280.00
		06040640 - 52357 -	Mowing			
260865	697	ACTION SAFETY SUPPLY CO.	TRAF STP SE 12TH & EASTERN	8/5/2025	123752	1,108.80
		06040640 - 53100 -	Street Striping			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	7/30/2025	123754	300.84
		06040640 - 52355 -	Contract Services			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	7/30/2025	123755	285.63
		06040640 - 52355 -	Contract Services			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	7/30/2025	123757	265.38
		06040640 - 52355 -	Contract Services			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	7/30/2025	123758	68.74
		06040640 - 52355 -	Contract Services			
260866	1764	SIGNAL SYSTEM MANAGEMENT	2025 SSM PROJECT-19TH STREET SIGNAL COORDINATION	8/1/2025	123779	1,460.00
		06040640 - 52358 -	Signal Light Monitoring			
260868	3408	TUS NUA LAWN AND LANDSCAPE, LLC	CITY OF MOORE/TEMP SERVICE TUS NUA	7/26/2025	123780	10,400.00
		06040640 - 52350 -	Temporary Labor			
260869	3408	TUS NUA LAWN AND LANDSCAPE, LLC	PAINTING SERVICE FOR 512 NW 27TH ST	7/26/2025	123781	8,352.00
		06040640 - 52350 -	Temporary Labor			
260433	1734	WALMART COMMUNITY	PUBLIC WORKS OFFICE SUPPLIES, ECT.	8/26/2025	123809	38.64
		06040640 - 51000 -	General Office Supplies			
261020	4084	GREENSHADE TREES, LLC	# 2025-007 PUBLIC WORKS PHASE ONE MOWING	8/9/2025	123842	7,900.00
		06040640 - 52357 -	Mowing			
260576	1727	OKLAHOMA NATURAL GAS	ONG PUBLIC WORKS AUTHORITY COMBINED	8/22/2025	123847	194.45
		06040640 - 52105 -	Natural Gas			

Department Total : 59,483.97

Department: 065 - Animal Welfare

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260663	3240	LSBW, LLC	Vet services for shelter animals	8/5/2025	122975	746.90
		06040650 - 52390 -	Veterinarian Services			



# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

## Department: 065 - Animal Welfare

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260330	3408	TUS NUA LAWN AND LANDSCAPE, LLC	lawn care	8/4/2025	122977	450.00
		06040650 - 52355 -	Contract Services			
260330	3408	TUS NUA LAWN AND LANDSCAPE, LLC	lawn care	8/5/2025	122978	200.00
		06040650 - 52355 -	Contract Services			
260663	3240	LSBW, LLC	Vet services for shelter animals	8/7/2025	123080	395.50
		06040650 - 52390 -	Veterinarian Services			
260576	1727	OKLAHOMA NATURAL GAS	ONG PUBLIC WORKS AUTHORITY COMBINED	8/22/2025	123847	184.72
		06040650 - 52105 -	Natural Gas			
<b>Department Total :</b>						<b>1,977.12</b>

## Department: 068 - Fleet Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260241	234	A-WELDORS SUPPLY, INC.	MISC MATERIALS, WELDING, SUPPLIES, ETC	8/7/2025	123252	18.85
		06040680 - 51250 -	Misc. Materials & Supplies			
260269	2025	M & N DEALERSHIPS XII LLC	OUTSOURCE LABOR, ETC	8/6/2025	123262	133.62
		06040680 - 52354 -	Outsource Labor			
260269	2025	M & N DEALERSHIPS XII LLC	OUTSOURCE LABOR, ETC	8/6/2025	123263	400.86
		06040680 - 52354 -	Outsource Labor			
260279	3720	GERARDO ESTRADA	OUTSOURCE LABOR, ETC	8/5/2025	123566	405.00
		06040680 - 52354 -	Outsource Labor			
260264	1751	EXPRESS OIL CHANGE	OUTSOURCE LABOR, ETC	8/18/2025	123567	34.99
		06040680 - 52354 -	Outsource Labor			
260264	1751	EXPRESS OIL CHANGE	OUTSOURCE LABOR, ETC	8/20/2025	123568	59.99
		06040680 - 52354 -	Outsource Labor			
260269	2025	M & N DEALERSHIPS XII LLC	OUTSOURCE LABOR, ETC	8/7/2025	123572	252.73
		06040680 - 52354 -	Outsource Labor			
260269	2025	M & N DEALERSHIPS XII LLC	OUTSOURCE LABOR, ETC	8/8/2025	123573	798.39
		06040680 - 52354 -	Outsource Labor			
260264	1751	EXPRESS OIL CHANGE	OUTSOURCE LABOR, ETC	8/20/2025	123613	39.99
		06040680 - 52354 -	Outsource Labor			
260264	1751	EXPRESS OIL CHANGE	OUTSOURCE LABOR, ETC	8/20/2025	123614	44.99
		06040680 - 52354 -	Outsource Labor			
<b>Department Total :</b>						<b>2,189.41</b>

## Department: 069 - Building Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260684	3274	WAXIE'S ENTERPRISES, LLC	KLEEN BRITE CHERRY RESTROOM CLEANER	8/4/2025	122865	96.00
		06040690 - 51010 -	Janitorial/Custodial Supplies			
260724	3164	AMAZON.COM SALES, INC.	tape cartridge's for dymo rhino 5200 label maker	8/9/2025	123090	73.92
		06040690 - 51000 -	General Office Supplies			
260219	72	LOWE'S BUSINESS ACCOUNT	BUILDING MATERIALS, ETC	8/8/2025	123254	16.00
		06040690 - 51100 -	Building Materials			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 069 - Building Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260219	72	LOWE'S BUSINESS ACCOUNT	BUILDING MATERIALS, ETC	8/4/2025	123255	256.32
		06040690 - 51100 -	Building Materials			
260218	69	JOHNSTONE SUPPLY INC	BUILDING MATERIALS, ETC	8/5/2025	123258	501.22
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/5/2025	123270	107.89
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/5/2025	123271	224.24
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/7/2025	123272	16.20
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/8/2025	123273	110.16
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/8/2025	123274	234.63
		06040690 - 51100 -	Building Materials			
260219	72	LOWE'S BUSINESS ACCOUNT	BUILDING MATERIALS, ETC	7/31/2025	123564	3,640.73
		06040690 - 51100 -	Building Materials			
254874	1906	CARRIER ENTERPRISE, LLC	3 heat exchangers for community center RTU's	8/7/2025	123594	4,714.20
		06040690 - 51100 -	Building Materials			

Department Total : 9,991.51

Department: 070 - Parks & Recreation Admin

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260697	79	MTM RECOGNITION CORPORATION	The Station - Senior Games medals	8/13/2025	123466	146.00
		06050700 - 51300 -	Awards (Sport Programs)			
260973	4168	CHRISTOPHER ADAMS	Pickleball Lessons 8/20 8/22	8/25/2025	123661	70.00
		06050700 - 52590 -	Program Instructors			
260262	1734	WALMART COMMUNITY	(B) The Station-Supplies/snacks for classes/camp	8/20/2025	123704	77.64
		06050700 - 52585 -	Recreation Classes			
260257	1222	BOSS PRINT DESIGN, INC	(B) The Station - SE signs,banners,tickets,etc.	8/25/2025	123717	71.00
		06050700 - 52000 -	Printing & Publications			
260257	1222	BOSS PRINT DESIGN, INC	(B) The Station - SE signs,banners,tickets,etc.	8/25/2025	123720	61.00
		06050700 - 52000 -	Printing & Publications			
260277	3531	DERRICK DUNBAR	(B) Basketball/Volleyball fees for officials	8/26/2025	123821	1,200.00
		06050700 - 52575 -	Sports Officials			
260277	3531	DERRICK DUNBAR	(B) Basketball/Volleyball fees for officials	8/26/2025	123824	836.00
		06050700 - 52575 -	Sports Officials			
261039	4174	ELIZABETA ABRAMOVIC	Coordinator Pickleball Lessons 8/4-8/22	8/27/2025	123833	150.00
		06050700 - 52590 -	Program Instructors			
260576	1727	OKLAHOMA NATURAL GAS	ONG PUBLIC WORKS AUTHORITY COMBINED	8/22/2025	123847	370.33

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 070 - Parks & Recreation Admin

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06050700 - 52105 -	Natural Gas			
<b>Department Total :</b>						<b>2,981.97</b>

Department: 071 - Senior Citizen Service

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260341	3571	RICHARD GONZALEZ	Contract Services Bus Driver	8/23/2025	123642	476.25
		06050710 - 52355 -	Contract Services			
260576	1727	OKLAHOMA NATURAL GAS	ONG PUBLIC WORKS AUTHORITY COMBINED	8/22/2025	123847	206.62
		06050710 - 52105 -	Natural Gas			
<b>Department Total :</b>						<b>682.87</b>

Department: 074 - Parks & Cemetery Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260401	724	JONES TIRE, LLC	(B) Parks Maintenance - Tire Maintenance	8/4/2025	122991	15.00
		06050740 - 52255 -	Minor Equip Maint/Lease			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/5/2025	123109	130.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/5/2025	123110	300.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/6/2025	123111	55.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/6/2025	123113	200.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/6/2025	123114	150.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/6/2025	123115	350.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/6/2025	123116	300.00
		06050740 - 52357 -	Mowing			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/5/2025	123195	800.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/5/2025	123207	575.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123208	80.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123209	70.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123210	100.00
		06050740 - 52505 -	Landscaping			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 074 - Parks & Cemetery Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123211	70.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123212	180.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/9/2025	123213	70.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123214	500.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123215	910.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123216	70.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/7/2025	123217	100.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/8/2025	123218	100.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/8/2025	123219	160.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/8/2025	123220	200.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/8/2025	123221	500.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/8/2025	123222	80.00
		06050740 - 52505 -	Landscaping			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/6/2025	123224	80.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/7/2025	123225	1,000.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/7/2025	123226	60.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/9/2025	123227	800.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/7/2025	123228	1,050.00
		06050740 - 52357 -	Mowing			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 074 - Parks & Cemetery Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/7/2025	123229	480.00
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/7/2025	123230	350.00
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/9/2025	123231	180.00
260034	72	LOWE'S BUSINESS ACCOUNT 06050740 - 51250 -	(B) Parks Maint. - Misc. materials and supplies Misc. Materials & Supplies	8/11/2025	123469	29.22
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/5/2025	123535	120.00
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/7/2025	123536	400.00
260152	3723	S&S STAFFING, LLC 06050740 - 52350 -	(B) Parks Maint. - Temporary staffing Temporary Labor	8/18/2025	123814	1,338.48
261037	3628	ELM CREEK GRAVEL, LLC 06050740 - 52170 -	Parks Maint. - Topsoil for Moore Cemetery Special Projects	7/9/2025	123816	3,810.00
261037	3628	ELM CREEK GRAVEL, LLC 06050740 - 52170 -	Parks Maint. - Topsoil for Moore Cemetery Special Projects	7/16/2025	123817	2,540.00

**Department Total : 18,302.70**

Department: 075 - Moore Recreation Center

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260060	1943	CINTAS FIRST AID AND SAFETY #418 06050750 - 51250 -	(B) The Station - First aid supplies restock Misc. Materials & Supplies	8/4/2025	122993	241.02
260983	1705	SAMS CLUB DIRECT 06050750 - 51150 -	The Station - TV for conference room Minor Equipment	8/15/2025	123685	797.00
260087	3214	SJ INNOVATIONS LLC 06050750 - 52353 -	(B) The Station - Year-round security Security	8/18/2025	123705	10,670.60
260073	1222	BOSS PRINT DESIGN, INC 06050750 - 52000 -	(B) The Station - Signs, banners, etc. Printing & Publications	8/25/2025	123721	36.00
260995	2046	ROBERT L SUMMERS 06050750 - 52590 -	Group Ex Instructor 8.23.25 Program Instructors	8/23/2025	123753	300.00
260994	2032	STACIA D BECHER 06050750 - 52590 -	Group Ex Instructor 8.23.25 Program Instructors	8/23/2025	123756	50.00
260996	2053	COURTNEY AINSWORTH 06050750 - 52590 -	Group Ex Instructor 8.23.25 Program Instructors	8/23/2025	123760	575.00
260997	2057	PATRICIA HARTSOOK 06050750 - 52590 -	Group Ex Instructor 8.23.25 Program Instructors	8/23/2025	123763	50.00

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 075 - Moore Recreation Center

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260998	2140	HRISTINA MILCHEVA BROWN	Group Ex Instructor 8.23.25	8/23/2025	123765	25.00
		06050750 - 52590 -	Program Instructors			
260999	2404	KAZUMI SMITH	Group Ex Instructor 8.23.25	8/23/2025	123766	250.00
		06050750 - 52590 -	Program Instructors			
261000	2415	DANNA C FOWBLE	Group Ex Instructor 8.23.25	8/23/2025	123767	25.00
		06050750 - 52590 -	Program Instructors			
261001	2783	GLORIA WRIGHT	Group Ex Instructor 8.23.25	8/23/2025	123768	25.00
		06050750 - 52590 -	Program Instructors			
261002	2879	DESTINY OLIGANGA	Group Ex Instructor 8.23.25	8/23/2025	123769	100.00
		06050750 - 52590 -	Program Instructors			
261003	2963	SHERRI L EDGE	Group Ex Instructor 8.23.25	8/23/2025	123770	50.00
		06050750 - 52590 -	Program Instructors			
261005	3256	RYUKO HOWARD	Group Ex Instructor 8.23.25	8/23/2025	123771	100.00
		06050750 - 52590 -	Program Instructors			
261006	3642	JENNA E SEELEY	Group Ex Instructor 8.23.25	8/23/2025	123772	75.00
		06050750 - 52590 -	Program Instructors			
261007	3978	IRMA LETICIA ARAGON	Group Ex Instructor 8.23.25	8/23/2025	123773	150.00
		06050750 - 52590 -	Program Instructors			
261009	4006	SARAH ALEJANDRES	Personal Training 8.23.25	8/23/2025	123774	250.00
		06050750 - 52590 -	Program Instructors			
261011	4317	FRED M. SPELLMAN	Group Ex Instructor 8.23.25	8/23/2025	123775	75.00
		06050750 - 52590 -	Program Instructors			
261010	4017	SEAN TYLER COWDEN	Personal Training 8.23.25	8/23/2025	123776	275.00
		06050750 - 52590 -	Program Instructors			
261012	4445	MARIA KOVACIKOVA	Group Ex Instructor 8.23.25	8/23/2025	123777	25.00
		06050750 - 52590 -	Program Instructors			
261008	3978	IRMA LETICIA ARAGON	Group Ex Instructor 8.9.25	8/9/2025	123778	50.00
		06050750 - 52590 -	Program Instructors			
261022	2673	NATALLIA POTTER BUCHANKOVA	Group Ex Instructor 8.23.25	8/23/2025	123787	100.00
		06050750 - 52590 -	Program Instructors			
261031	2045	SHERRI R KING	Group Ex Instructor 8.23.25	8/23/2025	123793	325.00
		06050750 - 52590 -	Program Instructors			

**Department Total : 14,619.62**

Department: 076 - Aquatic Park

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/4/2025	123101	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/5/2025	123102	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/6/2025	123103	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/7/2025	123104	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/8/2025	123105	88.00



# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

**Department: 076 - Aquatic Park**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06050760 - 51275 -	Items Purchased for Resale			
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/9/2025	123106	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/10/2025	123107	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260110	2826	EAGLE ONE PIZZA	(B) Aquatics - Pizza for pool party packages	8/9/2025	123202	40.00
		06050760 - 51250 -	Misc. Materials & Supplies			
260106	3677	RICK A LAHODNY	(B) Concessions resale - Aquatics side	8/14/2025	123411	650.00
		06050760 - 51275 -	Items Purchased for Resale			
260103	2804	JEREMY NORMAN	(B) Aquatics concessions - Sno cone supplies	8/15/2025	123412	616.00
		06050760 - 51275 -	Items Purchased for Resale			
260103	2804	JEREMY NORMAN	(B) Aquatics concessions - Sno cone supplies	8/15/2025	123413	210.00
		06050760 - 51275 -	Items Purchased for Resale			
260750	3934	UNITED INDUSTRIES, INC.	influent effluent gauges on pool	8/12/2025	123431	193.44
		06050760 - 51250 -	Misc. Materials & Supplies			
260678	4021	TNEMEC CO INC	Pool paint for Wading	8/7/2025	123473	1,166.40
		06050760 - 51250 -	Misc. Materials & Supplies			
260671	1705	SAMS CLUB DIRECT	(B) Concessions resale - Aquatics side	8/22/2025	123709	741.70
		06050760 - 51275 -	Items Purchased for Resale			
261027	4344	BRANDON WATSON	Aquatics - DJ for Adult Swim Party	6/16/2025	123803	300.00
		06050760 - 52585 -	Recreation Classes			

**Department Total : 4,533.54**

**Department: 077 - Library**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260576	1727	OKLAHOMA NATURAL GAS	ONG PUBLIC WORKS AUTHORITY COMBINED	8/22/2025	123847	225.20
		06050770 - 52105 -	Natural Gas			

**Department Total : 225.20**

**Department: 080 - Community Development/Planning**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260730	2810	MERRIFIELD OFFICE & SCHOOL SUPPLY CORP	Storage Boxes for Archiving CD records	8/5/2025	123281	412.52
		06060800 - 51000 -	General Office Supplies			
260767	3369	VINCENT L PETERS	Awards for Service on Boards	7/18/2025	123751	480.00
		06060800 - 51250 -	Misc. Materials & Supplies			
261045	2885	GARVER, LLC	Garver On Call Services Traunch 1	8/6/2025	123835	1,456.80
		06060800 - 52360 -	Professional Services			

**Department Total : 2,349.32**

**Department: 082 - Code Enforcement**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260413	4424	PERIMETER LAWN AND LANDSCAPE SERVICES, INC	abatements	8/8/2025	123122	180.00
		06060820 - 52355 -	Contract Services			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 082825

Department: 082 - Code Enforcement

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260413	4424	PERIMETER LAWN AND LANDSCAPE SERVICES, INC	abatements	8/8/2025	123123	180.00
		06060820 - 52355 -	Contract Services			
260413	4424	PERIMETER LAWN AND LANDSCAPE SERVICES, INC	abatements	8/8/2025	123124	180.00
		06060820 - 52355 -	Contract Services			

**Department Total :** 540.00

**Fund Total :** 255,504.90

# Moore, OK Purchase Order Claim Register



Fund: 08 - Special Revenue Fund

Check Run : 082825

Department: 214 - CDBG Entitlement

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
251923	853	AGING SERVICES, INC. 08042140 - 55107 -	2024 CDBG Public Service - Home Delivered Meals COVID-19	8/11/2025	123588	598.96
251923	853	AGING SERVICES, INC. 08042140 - 55118 -	2024 CDBG Public Service - Home Delivered Meals CDBG 2024	8/11/2025	123588	1,218.54
251923	853	AGING SERVICES, INC. 08042140 - 55107 -	2024 CDBG Public Service - Home Delivered Meals COVID-19	8/11/2025	123589	625.32
251923	853	AGING SERVICES, INC. 08042140 - 55118 -	2024 CDBG Public Service - Home Delivered Meals CDBG 2024	8/11/2025	123589	1,272.18
251927	2682	CENTRAL OK COMMUNITY ACTION AGENCY, INC. 08042140 - 55107 -	2024 CDBG-CV Public Service - Rental Assistance COVID-19	8/13/2025	123725	0.68
251923	853	AGING SERVICES, INC. 08042140 - 55107 -	2024 CDBG Public Service - Home Delivered Meals COVID-19	8/11/2025	123739	654.16
251923	853	AGING SERVICES, INC. 08042140 - 55118 -	2024 CDBG Public Service - Home Delivered Meals CDBG 2024	8/11/2025	123739	1,330.84

**Department Total : 5,700.68**

Department: 251 - OTA Relocations

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
252686	595	EAGLE CONSULTANTS, INC 08032510 - 54300 -	Relocation of Waste Water Lines Construction	7/31/2025	123599	170,000.00

**Department Total : 170,000.00**

**Fund Total : 175,700.68**

# Moore, OK Purchase Order Claim Register



Fund: 10 - Urban Renewal Authority

Check Run : 082825

Department: 000 - Undesignated

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260941	4451	EDWARD H. LAWTER 10 - 53225 -	Cleveland Heights Lot 449/Parcel 60 Cleveland Heights	8/21/2025	123595	4,400.00
<b>Department Total :</b>						<b>4,400.00</b>
<b>Fund Total :</b>						<b>4,400.00</b>

**CLAIMS FOR RATIFICATION  
 Fiscal Year 2025-2026  
 DISTRIBUTION SEPTEMBER 02, 2025  
 COUNCIL MEETING SEPTEMBER 15, 2025**

<u>CITY OF MOORE</u>			
General Fund	(06)	\$	9,487.97
CDBG - DR	(15)	\$	19.99
	<b>Fund Total</b>	<b>\$</b>	<b><u>9,507.96</u></b>
 <u>MOORE PUBLIC WORKS AUTHORITY</u>			
	<b>Fund Total</b>	<b>\$</b>	<b><u>-</u></b>
 <b>ALL FUNDS GRAND TOTAL</b>		<b>\$</b>	<b><u><u>9,507.96</u></u></b>

CLAIMS FOR RATIFICATION

MOORE CITY COUNCIL

COUNCIL MEETING SEPTEMBER 15, 2025

Moore City Council  
General Fund 2025-2026  
Vendor & Employee Claims



# Moore, OK Purchase Order Claim Register



**Fund: 06 - General Fund** **Check Run : 090225CC**

**Department: 035 - General Government**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260666	1516	FIRST FIDELITY BANK, NA 06010350 - 52005 -	PA Credit card 1193 Due 8-15-25 Dues, Mbrshps, Mtgs & Training	7/18/2025	123165	330.50
260686	1516	FIRST FIDELITY BANK, NA 06010350 - 52005 -	FIDELITY BANK CC 2409 Dues, Mbrshps, Mtgs & Training	7/18/2025	123166	510.00
260686	1516	FIRST FIDELITY BANK, NA 06010350 - 52360 -	FIDELITY BANK CC 2409 Professional Services	7/18/2025	123166	5.49
260686	1516	FIRST FIDELITY BANK, NA 06010350 - 52800 -	FIDELITY BANK CC 2409 Contingency	7/18/2025	123166	-402.47

**Department Total : 443.52**

**Department: 040 - Managerial**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260626	1516	FIRST FIDELITY BANK, NA 06010400 - 52005 -	FIRST FIDELITY CC 2100 Dues, Mbrshps, Mtgs & Training	7/18/2025	123164	40.00

**Department Total : 40.00**

**Department: 044 - Information Technology**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06010440 - 52005 -	FIDELITY BANK CC 2409 Dues, Mbrshps, Mtgs & Training	7/18/2025	123166	35.00
260686	1516	FIRST FIDELITY BANK, NA 06010440 - 52485 -	FIDELITY BANK CC 2409 IT Licenses & Permits	7/18/2025	123166	126.77

**Department Total : 161.77**

**Department: 050 - Municipal Court**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260626	1516	FIRST FIDELITY BANK, NA 06020500 - 52200 -	FIRST FIDELITY CC 2100 Equipment Rental	7/18/2025	123164	220.99
260686	1516	FIRST FIDELITY BANK, NA 06020500 - 50050 -	FIDELITY BANK CC 2409 Uniform Allowance	7/18/2025	123166	-716.40

**Department Total : -495.41**

**Department: 051 - Police**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260626	1516	FIRST FIDELITY BANK, NA 06020510 - 52255 -	FIRST FIDELITY CC 2100 Minor Equip Maint/Lease	7/18/2025	123164	10.00
260686	1516	FIRST FIDELITY BANK, NA 06020510 - 52006 -	FIDELITY BANK CC 2409 Training	7/18/2025	123166	2,330.20
260686	1516	FIRST FIDELITY BANK, NA 06020510 - 52255 -	FIDELITY BANK CC 2409 Minor Equip Maint/Lease	7/18/2025	123166	672.91

**Department Total : 3,013.11**

**Department: 053 - Emergency Management**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06020530 - 52270 -	FIDELITY BANK CC 2409 Radio Equipment Maint/Repair	7/18/2025	123166	457.88

**Department Total : 457.88**

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund Check Run : 090225CC

**Department: 054 - Fire**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06020540 - 51070 -	FIDELITY BANK CC 2409 Parts	7/18/2025	123166	1,036.99
<b>Department Total :</b>						<b>1,036.99</b>

**Department: 069 - Building Maintenance**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06040690 - 51100 -	FIDELITY BANK CC 2409 Building Materials	7/18/2025	123166	-0.82
260686	1516	FIRST FIDELITY BANK, NA 06040690 - 51100 -	FIDELITY BANK CC 2409 Building Materials	7/18/2025	123166	541.13
<b>Department Total :</b>						<b>540.31</b>

**Department: 070 - Parks & Recreation Admin**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06050700 - 52005 -	FIDELITY BANK CC 2409 Dues, Mbrshps, Mtgs & Training	7/18/2025	123166	900.00
<b>Department Total :</b>						<b>900.00</b>

**Department: 073 - Parks & Recreation Activities**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260626	1516	FIRST FIDELITY BANK, NA 06050730 - 52585 -	FIRST FIDELITY CC 2100 Recreation Classes	7/18/2025	123164	1,448.78
<b>Department Total :</b>						<b>1,448.78</b>

**Department: 075 - Moore Recreation Center**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260666	1516	FIRST FIDELITY BANK, NA 06050750 - 52155 -	PA Credit card 1193 Due 8-15-25 Marketing & Promotional	7/18/2025	123165	50.00
260686	1516	FIRST FIDELITY BANK, NA 06050750 - 52355 -	FIDELITY BANK CC 2409 Contract Services	7/18/2025	123166	260.84
<b>Department Total :</b>						<b>310.84</b>

**Department: 076 - Aquatic Park**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06050760 - 52006 -	FIDELITY BANK CC 2409 Training	7/18/2025	123166	270.18
<b>Department Total :</b>						<b>270.18</b>

**Department: 080 - Community Development/Planning**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06060800 - 52005 -	FIDELITY BANK CC 2409 Dues, Mbrshps, Mtgs & Training	7/18/2025	123166	135.00
<b>Department Total :</b>						<b>135.00</b>

**Department: 081 - Inspections**

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 06060810 - 52005 -	FIDELITY BANK CC 2409 Dues, Mbrshps, Mtgs & Training	7/18/2025	123166	1,225.00
<b>Department Total :</b>						<b>1,225.00</b>

**Moore, OK**  
**Purchase Order Claim Register**



**Fund Total :**

**9,487.97**

# Moore, OK Purchase Order Claim Register



Fund: 15 - CDBG DR GRANT

Check Run : 090225CC

Department: 100 - HUD Grant

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260686	1516	FIRST FIDELITY BANK, NA 1501100A - 52360 -	FIDELITY BANK CC 2409 Professional Services	7/18/2025	123166	19.99
<b>Department Total :</b>						<b>19.99</b>
<b>Fund Total :</b>						<b>19.99</b>

**CLAIMS FOR RATIFICATION  
Fiscal Year 2025-2026  
DISTRIBUTION SEPTEMBER 04, 2025  
COUNCIL MEETING SEPTEMBER 15, 2025**

**CITY OF MOORE**

GO Street Bonds	(04)	\$	4,813.98
General Fund	(06)	\$	380,361.03
Urban Renewal Authority	(10)	\$	24,901.87
Stormwater Systems	(11)	\$	7,971.00
Public Safety/Streets Sales Tax	(12)	\$	7,147.25
	<b>Fund Total</b>	<b>\$</b>	<b><u>425,195.13</u></b>

**MOORE PUBLIC WORKS AUTHORITY**

Moore Risk Management	(02)	\$	12,284.40
Moore Public Works	(05)	\$	348,259.72
	<b>Fund Total</b>	<b>\$</b>	<b><u>360,544.12</u></b>

**ALL FUNDS GRAND TOTAL**                      **\$**      **785,739.25**

CLAIMS FOR RATIFICATION

MOORE CITY COUNCIL

COUNCIL MEETING SEPTEMBER 15, 2025

Moore City Council  
General Fund 2025-2026  
Vendor & Employee Claims



# Moore, OK Purchase Order Claim Register



Fund: 04 - Street Bond Improvements

Check Run : 090425

Department: 531 - 2019 GO Street/Drainage

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
200719	2885	GARVER, LLC	CC APPROVED 8-5-19- ENGR SERVICES	8/12/2025	123851	1,063.48
		04035310 - 54315 - 12005	Engineering			

**Department Total : 1,063.48**

Department: 533 - 2021 GO Street/Drainage

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
250504	1593	POE & ASSOCIATES, INC	AMENDMENT # 3 BNSF ENGR AND DRAFTING	8/6/2025	123876	3,750.50
		04035330 - 54315 - 12001	Engineering			

**Department Total : 3,750.50**

**Fund Total : 4,813.98**

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department: 000 - Undesignated

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260787	3274	WAXIE'S ENTERPRISES, LLC	FAC custodial inventory restock	8/12/2025	123380	2,090.64
		6 - 12051 -	Inventory Building Maintenance			
	1	ONE TIME PAY VENDOR	Bond Refund 251704449 T.Hyers	8/28/2025	124010	87.00
		6 - 21030 -	Refunds Payable			
	1	ONE TIME PAY VENDOR	Bond Refund 251704653 H.Zavala	8/28/2025	124012	35.00
		6 - 21030 -	Refunds Payable			
	1	ONE TIME PAY VENDOR	2 Bond Refunds 251704428 251704429 S.Winters	8/28/2025	124014	211.25
		6 - 21030 -	Refunds Payable			
260288	342	OKLAHOMA STATE BUREAU	AFIS/FORENSIC FEES 2026FY	8/1/2025	124071	21,201.91
		6 - 20205 -	CLEET Fees Outstanding			
260153	725	CLEET	PENALTY ASSESSMENT FEES	8/1/2025	124072	9,951.50
		6 - 20205 -	CLEET Fees Outstanding			
260290	1301	OKLA BUREAU OF NARCOTICS	NARC FEES	8/1/2025	124073	70.00
		6 - 20220 -	Bureau Narc Drug Edu Fund			

Department Total : 33,647.30

Department: 005 - Fines, Forfeitures & Seizures

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260288	342	OKLAHOMA STATE BUREAU	AFIS/FORENSIC FEES 2026FY	8/1/2025	124071	-616.77
		06020050 - 45000 -	Court Fines & Fees			
260153	725	CLEET	PENALTY ASSESSMENT FEES	8/1/2025	124072	-79.93
		06020050 - 45000 -	Court Fines & Fees			

Department Total : -696.70

Department: 006 - Parks/Recreation/Aquatics

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
	1	ONE TIME PAY VENDOR	Station Refund 2008691.002 S.Chapin	8/28/2025	123974	50.00
		06050060 - 46670 - 60704	Pool			
	1	ONE TIME PAY VENDOR	Station Refund 2008690.002	8/28/2025	123975	50.00
		06050060 - 46670 - 60704	Pool			

Department Total : 100.00

Department: 035 - General Government

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260575	811	FARMERS BROTHERS COFFEE	CITY OF MOORE LOCATIONS COFFEE SERV AND SUPPLIES	8/15/2025	123385	952.92
		06010350 - 51040 -	Coffee Supples			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/18/2025	123749	1,471.86
		06010350 - 52100 -	Electricity			
260333	882	SAFEGUARD PEST CONTROL, INC	SPRAYING OF CITY HALL	8/6/2025	123879	60.00
		06010350 - 52545 -	Misc Services & Charges			
260334	882	SAFEGUARD PEST CONTROL, INC	SPRAYING OF 224 S CHESTNUT	8/4/2025	123880	25.00
		06010350 - 52545 -	Misc Services & Charges			
260030	2443	XEROX FINANCIAL SERVICES	COPIER LEASE PYMTS 06/30/25- 07/01/2026	8/31/2025	123953	221.31

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

## Department: 035 - General Government

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06010350 - 52255 -	Minor Equip Maint/Lease			
260029	2355	ABSOLUTE DATA SHREDDING	SHREDDING SERVICES	8/31/2025	123954	84.00
		06010350 - 52360 -	Professional Services			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/22/2025	123969	106.00
		06010350 - 52100 -	Electricity			
261108	103	OKLAHOMA GAS & ELECTRIC	3 Light Pole repairs	5/19/2025	124063	9,351.84
		06010350 - 52800 -	Contingency			
261108	103	OKLAHOMA GAS & ELECTRIC	3 Light Pole repairs	5/19/2025	124064	9,112.75
		06010350 - 52800 -	Contingency			
261108	103	OKLAHOMA GAS & ELECTRIC	3 Light Pole repairs	5/19/2025	124065	6,275.26
		06010350 - 52800 -	Contingency			
<b>Department Total :</b>						<b>27,660.94</b>

## Department: 043 - Finance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260791	2748	SUNDANCE OFFICE SUPPLY, INC.	office supplies for Doris and Lira	8/11/2025	123091	65.35
		06010430 - 51000 -	General Office Supplies			
260822	2748	SUNDANCE OFFICE SUPPLY, INC.	office supplies Lira and Julie	8/12/2025	123138	11.98
		06010430 - 51000 -	General Office Supplies			
260822	2748	SUNDANCE OFFICE SUPPLY, INC.	office supplies Lira and Julie	8/14/2025	123320	14.06
		06010430 - 51000 -	General Office Supplies			
260822	2748	SUNDANCE OFFICE SUPPLY, INC.	office supplies Lira and Julie	8/14/2025	123321	149.34
		06010430 - 51000 -	General Office Supplies			
260989	4437	KIMBERLY HOLT DRAPER	Afternoon Front Desk Receptionist	8/30/2025	123947	450.00
		06010430 - 52355 -	Contract Services			
<b>Department Total :</b>						<b>690.73</b>

## Department: 044 - Information Technology

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260200	422	CHICKASAW TELECOM, INC.	Open PO for phone support	8/12/2025	123170	148.00
		06010440 - 52110 -	Telephone			
260836	223	CDW GOVERNMENT	Veeam backup yearly license	8/14/2025	123503	19,973.60
		06010440 - 52476 -	Application Licenses/Support			
260894	4151	ALLTERRA CENTRAL, INC	Forensic scanner maintenance	8/11/2025	123505	3,423.50
		06010440 - 52477 -	Hardware Licensing/Support			
261119	3467	PARKHILL SMITH & COOPER, INC.	GIS Professional services	8/13/2025	124081	10,416.00
		06010440 - 52360 -	Professional Services			
<b>Department Total :</b>						<b>33,961.10</b>

## Department: 046 - Public Affairs

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260039	834	DOTMAN GRAPHIC DESIGN INC	Web Development (monthly) FY 25-26	9/1/2025	123956	1,400.00
		06010460 - 52150 -	Web Site Development & Mainten			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

## Department: 046 - Public Affairs

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
261083	413	EBREY, DEIDRE	Lunch Reimbursement with Mayor Hamm	8/29/2025	123970	35.40
		06010460 - 52545 -	Misc Services & Charges			

**Department Total : 1,435.40**

## Department: 050 - Municipal Court

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260886	3031	INFORMATION AND TRAINING INTERNATIONAL LLC	Interpreters for Court	8/14/2025	123399	195.60
		06020500 - 52360 -	Professional Services			
260885	38	DEPT OF PUBLIC SAFETY	OLETS Light Access - JULY 2025	8/15/2025	123400	160.00
		06020500 - 52255 -	Minor Equip Maint/Lease			
260029	2355	ABSOLUTE DATA SHREDDING	SHREDDING SERVICES	8/31/2025	123954	84.00
		06020500 - 52360 -	Professional Services			

**Department Total : 439.60**

## Department: 051 - Police

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260318	882	SAFEGUARD PEST CONTROL, INC	NEW POLICE FACILITY	8/6/2025	123884	50.00
		06020510 - 52360 -	Professional Services			
260311	882	SAFEGUARD PEST CONTROL, INC	SPRAYING OF PUBLIC SAFETY BLDG	8/7/2025	123886	110.00
		06020510 - 52360 -	Professional Services			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	16,876.88
		06020510 - 51075 -	Fuel			
260029	2355	ABSOLUTE DATA SHREDDING	SHREDDING SERVICES	8/31/2025	123954	62.00
		06020510 - 52360 -	Professional Services			
261105	1069	KYLE JOHNSON	KYLE JOHNSON -MAY MINI 2025	8/13/2025	124036	765.00
		06020510 - 52007 -	Tuition Reimbursement			

**Department Total : 17,863.88**

## Department: 053 - Emergency Management

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	264.33
		06020530 - 51075 -	Fuel			
254793	4410	ASTRONICS TEST SYSTEMS, INC	Calibration/upgrade of R8000 Comms Analyzer	8/11/2025	124078	3,800.00
		06020530 - 52270 -	Radio Equipment Maint/Repair			
260581	637	STANDLEY SYSTEMS	Monthly copier overage	8/31/2025	124080	70.68
		06020530 - 52255 -	Minor Equip Maint/Lease			
260722	748	B & C APPAREL, LLC	Shirts & jackets for Ass't Director	8/8/2025	124090	276.00
		06020530 - 52000 -	Printing & Publications			

**Department Total : 4,411.01**

## Department: 054 - Fire

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260628	1755	HOME DEPOT CREDIT SERVICES	Misc Supplies for all MFD Stations HD	8/14/2025	123374	250.03

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department: 054 - Fire

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06020540 - 51160 -	Minor Safety Equipment			
260628	1755	HOME DEPOT CREDIT SERVICES	Misc Supplies for all MFD Stations HD	8/15/2025	123375	41.13
		06020540 - 51250 -	Misc. Materials & Supplies			
260793	868	ROY CALLAWAY	Per Diem for NFA Travel Days Callaway	8/16/2025	123455	102.00
		06020540 - 52006 -	Training			
260891	2809	GREGORY'S SPORTING GOODS, INC	Remove Names & Replace w/new	8/13/2025	123456	25.00
		06020540 - 52250 -	Uniform Cleaning & Repair			
260864	637	STANDLEY SYSTEMS	Copier Maint & Usage for MFD	8/15/2025	123461	76.28
		06020540 - 52265 -	Offie Equipment Maint/Repair			
260864	637	STANDLEY SYSTEMS	Copier Maint & Usage for MFD	8/15/2025	123461	38.10
		06020540 - 52265 -	Offie Equipment Maint/Repair			
260799	4398	NATIONAL MEDAL OF HONOR LLC	Awards for MFD	8/12/2025	123587	1,634.25
		06020540 - 51225 -	Uniform Acquisition/Rental			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/18/2025	123749	855.34
		06020540 - 52100 -	Electricity			
260366	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY COMBINED	8/19/2025	123832	52.78
		06020540 - 52100 -	Electricity			
260306	2380	CINTAS CORPORATION #2	Uniform Cleaning & Rental MFD	8/25/2025	123863	364.40
		06020540 - 52250 -	Uniform Cleaning & Repair			
260771	2221	LION TOTALCARE, INC	Bunker Gear Repairs (Carter / Massey)	8/13/2025	123864	536.99
		06020540 - 51160 -	Minor Safety Equipment			
261030	882	SAFEGUARD PEST CONTROL, INC	Pest Control Quarterly Service Station 1	8/4/2025	123895	135.00
		06020540 - 52260 -	Building Maintenance/Repair			
261030	882	SAFEGUARD PEST CONTROL, INC	Pest Control Quarterly Service Station 2	8/4/2025	123896	78.00
		06020540 - 52260 -	Building Maintenance/Repair			
261030	882	SAFEGUARD PEST CONTROL, INC	Pest Control Quarterly Service Station T/C	8/4/2025	123897	50.00
		06020540 - 52260 -	Building Maintenance/Repair			
261030	882	SAFEGUARD PEST CONTROL, INC	Pest Control Quarterly Service Station 4	8/4/2025	123898	78.00
		06020540 - 52260 -	Building Maintenance/Repair			
261030	882	SAFEGUARD PEST CONTROL, INC	Pest Control Quarterly Service Station 3	8/4/2025	123899	78.00
		06020540 - 52260 -	Building Maintenance/Repair			
260748	1222	BOSS PRINT DESIGN, INC	Business cards for B/Cs & S/C	8/7/2025	123900	90.00
		06020540 - 52000 -	Printing & Publications			
260359	222	GUEST SERVICES	Meal Ticket for NFA (Sigmen)	8/6/2025	123901	267.26
		06020540 - 52006 -	Training			
254349	3880	CONWAY SHIELD, INC	Helmet Shields for Battalion Chiefs	7/31/2025	123929	74.22
		06020540 - 51160 -	Minor Safety Equipment			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	4,463.45
		06020540 - 51075 -	Fuel			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department Total :

9,290.23

Department: 064 - Public Works

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260423	637	STANDLEY SYSTEMS	SAVIN-RICOH/C3503 PRINTER/FAX/SCANNER RENTAL	8/11/2025	123172	134.34
		06040640 - 52355 -	Contract Services			
260417	72	LOWE'S BUSINESS ACCOUNT	MATERIALS AND SUPPLIES STREET DEPARTMENT	8/11/2025	123177	65.51
		06040640 - 51250 -	Misc. Materials & Supplies			
260474	394	METRO TURF	MINOR EQUIPMENT, PARTS ETC.	8/12/2025	123285	172.99
		06040640 - 51150 -	Minor Equipment			
260489	394	METRO TURF	REPAIRS ON STREET DEPARTMENT EQUIPMENT	8/12/2025	123286	59.72
		06040640 - 52354 -	Outsource Labor			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/13/2025	123342	610.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/13/2025	123343	600.00
		06040640 - 52357 -	Mowing			
260916	3408	TUS NUA LAWN AND LANDSCAPE, LLC	CITY OF MOORE/TEMP SERVICE TUS NUA	8/16/2025	123604	10,400.00
		06040640 - 52350 -	Temporary Labor			
260417	72	LOWE'S BUSINESS ACCOUNT	MATERIALS AND SUPPLIES STREET DEPARTMENT	8/12/2025	123680	13.01
		06040640 - 51250 -	Misc. Materials & Supplies			
260417	72	LOWE'S BUSINESS ACCOUNT	MATERIALS AND SUPPLIES STREET DEPARTMENT	8/15/2025	123681	43.55
		06040640 - 51250 -	Misc. Materials & Supplies			
260889	2604	AKTION CLUB OF SANTA FE PLACE	CREWS CLEANING UP RIVERWALK AREA	8/15/2025	123684	638.00
		06040640 - 52355 -	Contract Services			
260612	344	P & K EQUIPMENT, INC	MINOR EQUIPMENT, PARTS ETC.	8/15/2025	123689	81.14
		06040640 - 51105 -	Street Materials			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/16/2025	123690	600.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/16/2025	123691	280.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/16/2025	123692	600.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/16/2025	123693	1,800.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/16/2025	123694	380.00
		06040640 - 52357 -	Mowing			
260151	3408	TUS NUA LAWN AND LANDSCAPE, LLC	FISCAL YEAR 2026 (BALANCE) MOWING CONTRACT	8/16/2025	123695	300.00
		06040640 - 52357 -	Mowing			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/18/2025	123749	3,145.80
		06040640 - 52100 -	Electricity			



# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department: 064 - Public Works

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/19/2025	123750	78.78
		06040640 - 52100 -	Electricity			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	8/13/2025	123759	300.84
		06040640 - 52355 -	Contract Services			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	8/13/2025	123761	270.92
		06040640 - 52355 -	Contract Services			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	8/13/2025	123762	265.38
		06040640 - 52355 -	Contract Services			
260867	2380	CINTAS CORPORATION #2	UNIFORM CLEANING, MATS FOR 2025/2026	8/13/2025	123764	68.74
		06040640 - 52355 -	Contract Services			
260474	394	METRO TURF	MINOR EQUIPMENT, PARTS ETC.	8/14/2025	123782	179.52
		06040640 - 51150 -	Minor Equipment			
260436	3203	HASKELL LEMON CONSTRUCTION COMPANY	SS 1-H TACK COAT FOR POTHOLE PATCHER	8/11/2025	123827	264.00
		06040640 - 51105 -	Street Materials			
260366	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY COMBINED	8/19/2025	123832	674.63
		06040640 - 52100 -	Electricity			
260366	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY COMBINED	8/19/2025	123832	71,835.60
		06040640 - 52520 -	Street Lighting			
261020	4084	GREENSHADE TREES, LLC	# 2025-007 PUBLIC WORKS PHASE ONE MOWING	8/16/2025	123843	7,770.00
		06040640 - 52357 -	Mowing			
253269	2570	BOOT BARN	SAFETY FOOTWEAR FOR DAVID TORROS	3/17/2025	123870	185.91
		06040640 - 52355 -	Contract Services			
253269	2570	BOOT BARN	SAFETY FOOTWEAR FOR DAVID TORROS	3/17/2025	123871	-14.96
		06040640 - 52355 -	Contract Services			
260424	724	JONES TIRE, LLC	REPAIRS FOR TRAILERS WHEELS, TRUCK TIRES ETC	8/4/2025	123873	15.00
		06040640 - 52354 -	Outsource Labor			
260317	882	SAFEGUARD PEST CONTROL, INC	SPRAYING STREETS, PUBLIC WORKS, GARAGE	8/8/2025	123888	25.00
		06040640 - 52360 -	Professional Services			
260317	882	SAFEGUARD PEST CONTROL, INC	SPRAYING STREETS, PUBLIC WORKS, GARAGE	8/6/2025	123889	95.00
		06040640 - 52360 -	Professional Services			
260317	882	SAFEGUARD PEST CONTROL, INC	SPRAYING STREETS, PUBLIC WORKS, GARAGE	8/6/2025	123890	45.00
		06040640 - 52360 -	Professional Services			
260317	882	SAFEGUARD PEST CONTROL, INC	SPRAYING STREETS, PUBLIC WORKS, GARAGE	8/6/2025	123891	70.00
		06040640 - 52360 -	Professional Services			
260317	882	SAFEGUARD PEST CONTROL, INC	SPRAYING STREETS, PUBLIC WORKS, GARAGE	8/6/2025	123892	45.00
		06040640 - 52360 -	Professional Services			
260440	4425	BARTON CRAIG HADLEY JR	Bart Hadley	8/31/2025	123946	1,536.00

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

## Department: 064 - Public Works

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06040640 - 52355 -	Contract Services			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	3,844.62
		06040640 - 51075 -	Fuel			
260029	2355	ABSOLUTE DATA SHREDDING	SHREDDING SERVICES	8/31/2025	123954	35.50
		06040640 - 52355 -	Contract Services			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/22/2025	123969	368.46
		06040640 - 52100 -	Electricity			

Department Total : 107,883.00

## Department: 065 - Animal Welfare

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260322	72	LOWE'S BUSINESS ACCOUNT	shelter supplies/cleaning equipment	8/11/2025	123646	275.82
		06040650 - 51065 -	Animal Shelter Supplies			
260870	3408	TUS NUA LAWN AND LANDSCAPE, LLC	Lawn service for shelter	8/14/2025	123649	300.00
		06040650 - 52355 -	Contract Services			
260329	3240	LSBW, LLC	animal vet care	8/11/2025	123653	138.00
		06040650 - 52390 -	Veterinarian Services			
260663	3240	LSBW, LLC	Vet services for shelter animals	8/12/2025	123654	272.50
		06040650 - 52390 -	Veterinarian Services			
260663	3240	LSBW, LLC	Vet services for shelter animals	8/13/2025	123655	352.00
		06040650 - 52390 -	Veterinarian Services			
260663	3240	LSBW, LLC	Vet services for shelter animals	8/14/2025	123656	474.40
		06040650 - 52390 -	Veterinarian Services			
260309	882	SAFEGUARD PEST CONTROL, INC	SPRAYING OF ANIMAL SHELTER	8/4/2025	123877	100.00
		06040650 - 52355 -	Contract Services			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	1,029.49
		06040650 - 51075 -	Fuel			

Department Total : 2,942.21

## Department: 068 - Fleet Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260266	1824	PAT'S TOWING, INC	OUTSOURCE LABOR, ETC	8/13/2025	123563	275.09
		06040680 - 52354 -	Outsource Labor			
260242	247	NAPA, INC.	PARTS 07/01-07/31/2025 PURCHASES	8/15/2025	123569	2,300.52
		06040680 - 51070 -	Parts			
260242	247	NAPA, INC.	PARTS 07/01-07/31/2025 PURCHASES	8/15/2025	123571	51,458.09
		06040680 - 51070 -	Parts			
260279	3720	GERARDO ESTRADA	OUTSOURCE LABOR, ETC	8/12/2025	123618	165.00
		06040680 - 52354 -	Outsource Labor			
260990	235	FIRST AID EXPRESS	RESTOCKING FIRST AID CABINET IN FLEET	7/30/2025	123808	35.50
		06040680 - 51020 -	Safety Supplies			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	420.33

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department: 068 - Fleet Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06040680 - 51075 -	Fuel			
<b>Department Total :</b>						<b>54,654.53</b>

Department: 069 - Building Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260218	69	JOHNSTONE SUPPLY INC	BUILDING MATERIALS, ETC	8/12/2025	123261	317.80
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/11/2025	123275	15.40
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/11/2025	123276	33.57
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/11/2025	123277	7.90
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/11/2025	123278	23.56
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/11/2025	123279	25.32
		06040690 - 51100 -	Building Materials			
260416	71	LOCKE SUPPLY, INC.	MATERIALS AND SUPPLIES FOR THE STREET DEPARTMENT	8/13/2025	123284	360.40
		06040690 - 51100 -	Building Materials			
260221	810	EWING IRRIGATION PRODUCTS, INC	BUILDING MATERIALS, ETC	8/13/2025	123565	27.06
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/15/2025	123574	2.80
		06040690 - 51100 -	Building Materials			
260214	71	LOCKE SUPPLY, INC.	BUILDING MATERIALS, ETC	8/15/2025	123575	144.16
		06040690 - 51100 -	Building Materials			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	768.62
		06040690 - 51075 -	Fuel			
<b>Department Total :</b>						<b>1,726.59</b>

Department: 070 - Parks & Recreation Admin

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260980	687	YBA SHIRTS, INC.	The Station - Soccer jerseys	8/20/2025	123678	4,872.30
		06050700 - 51225 -	Uniform Acquisition/Rental			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/18/2025	123749	5,225.99
		06050700 - 52100 -	Electricity			
260366	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY COMBINED	8/19/2025	123832	652.15
		06050700 - 52100 -	Electricity			
260314	882	SAFEGUARD PEST CONTROL, INC	PEST CONTROL SERV FOR COMMUNITY CENTER	8/4/2025	123882	60.00
		06050700 - 52360 -	Professional Services			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	66.85
		06050700 - 51075 -	Fuel			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/22/2025	123969	213.26
		06050700 - 52100 -	Electricity			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department: 070 - Parks & Recreation Admin

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260260	1705	SAMS CLUB DIRECT	(B) The Station-Supplies/snacks for classes/camp	8/29/2025	123983	35.96
		06050700 - 52585 -	Recreation Classes			

Department Total : 11,126.51

Department: 071 - Senior Citizen Service

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260366	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY COMBINED	8/19/2025	123832	2,161.16
		06050710 - 52100 -	Electricity			
260310	882	SAFEGUARD PEST CONTROL, INC	SERVICE - BRANDT SENIOR CENTER	8/4/2025	123878	35.00
		06050710 - 52355 -	Contract Services			
260341	3571	RICHARD GONZALEZ	Contract Services Bus Driver	8/30/2025	123931	363.75
		06050710 - 52355 -	Contract Services			

Department Total : 2,559.91

Department: 074 - Parks & Cemetery Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/11/2025	123232	375.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/11/2025	123233	240.00
		06050740 - 52357 -	Mowing			
260583	3628	ELM CREEK GRAVEL, LLC	Mulch for Apple Valley & Fairmoore Playgrounds	8/14/2025	123416	1,545.00
		06050740 - 52280 -	Playground Maint/Repair			
260905	569	RAINBOW PENNANT INC.	Replacement flag for Shields	8/13/2025	123474	1,997.00
		06050740 - 51250 -	Misc. Materials & Supplies			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/12/2025	123537	2,000.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123538	80.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123539	60.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123540	700.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123541	350.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123542	70.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123543	180.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/15/2025	123544	95.00

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Fund: 06 - General Fund

Check Run : 090425

Department: 074 - Parks & Cemetery Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/15/2025	123545	55.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/14/2025	123547	500.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/14/2025	123548	800.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/15/2025	123549	100.00
		06050740 - 52357 -	Mowing			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/14/2025	123550	100.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/14/2025	123551	160.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/14/2025	123552	100.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/14/2025	123553	55.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/14/2025	123554	55.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/15/2025	123555	350.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/15/2025	123556	85.00
		06050740 - 52505 -	Landscaping			
260357	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Flowerbed landscaping/maintenance	8/15/2025	123557	180.00
		06050740 - 52505 -	Landscaping			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/12/2025	123628	55.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123629	100.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123630	120.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123631	70.00
		06050740 - 52357 -	Mowing			
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC	(B) Parks - Mowing of select City properties	8/13/2025	123632	180.00
		06050740 - 52357 -	Mowing			

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department: 074 - Parks & Cemetery Maintenance

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/13/2025	123633	150.00
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/16/2025	123634	2,300.00
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/15/2025	123635	200.00
260356	3408	TUS NUA LAWN AND LANDSCAPE, LLC 06050740 - 52357 -	(B) Parks - Mowing of select City properties Mowing	8/16/2025	123636	180.00
260034	72	LOWE'S BUSINESS ACCOUNT 06050740 - 51250 -	(B) Parks Maint. - Misc. materials and supplies Misc. Materials & Supplies	8/22/2025	123801	34.14
260784	1451	BSN SPORTS, INC 06050740 - 52280 -	Buck Thomas volleyball net and tennis court strap Playground Maint/Repair	8/15/2025	123815	433.43
260315	882	SAFEGUARD PEST CONTROL, INC 06050740 - 52360 -	PEST CONTROL FOR 1917 NE 12TH Professional Services	8/6/2025	123883	45.00
260705	1872	WRIGHT EXPRESS FSC 06050740 - 51075 -	FY 26 CITY WIDE FUEL USAGE Fuel	9/1/2025	123948	2,471.02
260152	3723	S&S STAFFING, LLC 06050740 - 52350 -	(B) Parks Maint. - Temporary staffing Temporary Labor	8/25/2025	123978	1,357.07
260926	4438	BRADEN ROSS, LLC 06050740 - 52005 -	(B) Training Course for Parks Leadership Staff Dues, Mbrshps, Mtgs & Training	8/27/2025	123979	870.00
260622	108	OKLAHOMA CORRECTIONAL 06050740 - 52000 -	Land & Water Conservation Fund Signs Printing & Publications	8/28/2025	123986	30.90
260284	871	REDDY ICE, INC. 06050740 - 51020 -	(B) Ice for Parks Maintenance Safety Supplies	9/2/2025	123990	245.10
261061	254	PRO POWER EQUIPMENT 06050740 - 52255 -	Saw blades, saw bars, saw parts, bar oil Minor Equip Maint/Lease	8/28/2025	124001	1,955.24
260038	726	EUREKA WATER COMPANY 06050740 - 52255 -	(B) Park Maint. - Monthly hot/cold cooler rental Minor Equip Maint/Lease	8/31/2025	124052	26.74
260037	726	EUREKA WATER COMPANY 06050740 - 51250 -	(B) Monthly water refills for Park Maintenance Misc. Materials & Supplies	8/5/2025	124053	31.80
260037	726	EUREKA WATER COMPANY 06050740 - 51250 -	(B) Monthly water refills for Park Maintenance Misc. Materials & Supplies	8/14/2025	124054	47.70
260037	726	EUREKA WATER COMPANY 06050740 - 51250 -	(B) Monthly water refills for Park Maintenance Misc. Materials & Supplies	8/19/2025	124055	35.90
260037	726	EUREKA WATER COMPANY 06050740 - 51250 -	(B) Monthly water refills for Park Maintenance Misc. Materials & Supplies	8/28/2025	124056	47.70



# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department Total : 21,218.74

## Department: 075 - Moore Recreation Center

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260711	3274	WAXIE'S ENTERPRISES, LLC	(B) The Station - Custodial supplies	8/15/2025	123414	1,872.24
		06050750 - 51010 -	Janitorial/Custodial Supplies			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/18/2025	123749	8,139.27
		06050750 - 52100 -	Electricity			
260316	882	SAFEGUARD PEST CONTROL, INC	SPRAYING THE STATION	8/7/2025	123881	165.00
		06050750 - 52360 -	Professional Services			
260029	2355	ABSOLUTE DATA SHREDDING	SHREDDING SERVICES	8/31/2025	123954	10.50
		06050750 - 52355 -	Contract Services			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/22/2025	123969	13,815.74
		06050750 - 52100 -	Electricity			
260087	3214	SJ INNOVATIONS LLC	(B) The Station - Year-round security	8/26/2025	123980	6,808.61
		06050750 - 52353 -	Security			
260040	1705	SAMS CLUB DIRECT	(B) The Station - Misc. supplies	8/29/2025	123981	565.86
		06050750 - 51250 -	Misc. Materials & Supplies			
260040	1705	SAMS CLUB DIRECT	(B) The Station - Misc. supplies	8/25/2025	123982	82.56
		06050750 - 51250 -	Misc. Materials & Supplies			
260711	3274	WAXIE'S ENTERPRISES, LLC	(B) The Station - Custodial supplies	7/15/2025	124049	2,124.84
		06050750 - 51010 -	Janitorial/Custodial Supplies			

Department Total : 33,584.62

## Department: 076 - Aquatic Park

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/11/2025	123203	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260104	2826	EAGLE ONE PIZZA	(B) Aquatics - Concessions pizza	8/16/2025	123421	88.00
		06050760 - 51275 -	Items Purchased for Resale			
260812	793	ULINE, INC	storage units acid room	8/12/2025	123433	1,102.75
		06050760 - 52255 -	Minor Equip Maint/Lease			
260984	1755	HOME DEPOT CREDIT SERVICES	(B) The Station Aquatics - Misc supplies	8/20/2025	123810	252.89
		06050760 - 51250 -	Misc. Materials & Supplies			
260376	1705	SAMS CLUB DIRECT	(B) Concessions resale - Aquatics side	8/29/2025	123984	92.90
		06050760 - 51275 -	Items Purchased for Resale			
260376	1705	SAMS CLUB DIRECT	(B) Concessions resale - Aquatics side	8/30/2025	123985	48.90
		06050760 - 51275 -	Items Purchased for Resale			

Department Total : 1,673.44

## Department: 077 - Library

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260312	882	SAFEGUARD PEST CONTROL, INC	SPRAYING PUBLIC LIBRARY	8/4/2025	123885	60.00
		06050770 - 52545 -	Misc Services & Charges			

Department Total : 60.00

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

## Department: 080 - Community Development/Planning

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
261043	1697	MESHEK & ASSOCIATES, PLC	Meshek On Call Services, Traunch 1	8/11/2025	123834	7,592.50
		06060800 - 52360 -	Professional Services			
261044	2258	ADG, PC	SW 34th Overpass Lights Eval/Repair	8/14/2025	123838	1,113.75
		06060800 - 52360 -	Professional Services			
260976	2258	ADG, PC	Census Engraving SW 34th overpass	8/14/2025	123839	1,175.00
		06060800 - 52360 -	Professional Services			
260313	882	SAFEGUARD PEST CONTROL, INC	PEST CONTROL FOR RECYCLE CENTER	8/7/2025	123887	45.00
		06060800 - 52360 -	Professional Services			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	128.31
		06060800 - 51075 -	Fuel			

**Department Total : 10,054.56**

## Department: 081 - Inspections

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	462.32
		06060810 - 51075 -	Fuel			

**Department Total : 462.32**

## Department: 082 - Code Enforcement

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260364	3468	FRANCISCO ALEJO MARCOS	abatements	8/12/2025	123445	180.00
		06060820 - 52355 -	Contract Services			
260364	3468	FRANCISCO ALEJO MARCOS	abatements	8/12/2025	123446	200.00
		06060820 - 52355 -	Contract Services			
261059	4054	PLAINS MOVING, LLC	Abatement	8/11/2025	123906	210.00
		06060820 - 52355 -	Contract Services			
261059	4054	PLAINS MOVING, LLC	Abatement	8/13/2025	123907	460.89
		06060820 - 52355 -	Contract Services			
261059	4054	PLAINS MOVING, LLC	Abatement	8/13/2025	123908	1,269.25
		06060820 - 52355 -	Contract Services			
261059	4054	PLAINS MOVING, LLC	Abatement	8/18/2025	123909	274.84
		06060820 - 52355 -	Contract Services			
261059	4054	PLAINS MOVING, LLC	Abatement	8/18/2025	123910	524.84
		06060820 - 52355 -	Contract Services			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	351.89
		06060820 - 51075 -	Fuel			

**Department Total : 3,471.71**

## Department: 083 - Capital Planning & Resiliency

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260881	2748	SUNDANCE OFFICE SUPPLY, INC.	Capital Planning & Resiliency Office Supplies	8/13/2025	123451	28.96
		06060830 - 51000 -	General Office Supplies			
260876	2748	SUNDANCE OFFICE SUPPLY, INC.	Capital Planning & Resiliency Office Supplies	8/11/2025	123452	110.44

# Moore, OK Purchase Order Claim Register



Fund: 06 - General Fund

Check Run : 090425

Department: 083 - Capital Planning & Resiliency

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
	06060830 - 51000 -		General Office Supplies			

Department Total : 139.40

Fund Total : 380,361.03

# Moore, OK Purchase Order Claim Register



Fund: 10 - Urban Renewal Authority

Check Run : 090425

Department: 000 - Undesignated

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260902	1102	CENTER FOR ECONOMIC DEVELOPMENT LAW 10 - 53225 -	LEGAL SERVICES CLEVELAND HEIGHTS - MPS Cleveland Heights	8/13/2025	123440	2,934.07
260903	1102	CENTER FOR ECONOMIC DEVELOPMENT LAW 10 - 53225 -	PROPOSED CLEVELAND HEIGHTS ADDITION Cleveland Heights	8/13/2025	123441	21,967.80

**Department Total :** 24,901.87

**Fund Total :** 24,901.87

# Moore, OK Purchase Order Claim Register



Fund: 11 - 1/8 Cent Sales Tax

Check Run : 090425

Department: 350 - 1/8 ST Water/SW/Drainage

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
244784	1697	MESHEK & ASSOCIATES, PLC	DRAINAGE- WOODBINE CIRCLE	8/11/2025	123512	7,971.00
		11043500 - 53085 -	Drainage Improvements			
<b>Department Total :</b>						<b>7,971.00</b>
<b>Fund Total :</b>						<b>7,971.00</b>

# Moore, OK Purchase Order Claim Register



Fund: 12 - 1/2 Cent Sales Tax

Check Run : 090425

## Department: 580 - Public Safety Equipment

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260677	2809	GREGORY'S SPORTING GOODS, INC 12025800 - 53000 -	Uniform Shorts for Recruits 25-1 Equipment	8/13/2025	123358	792.00
260951	107	OKLAHOMA STATE DEPARTMENT 12025800 - 53000 -	State EMT License Fee for Recruits 25-1 Equipment	8/11/2025	123872	170.00

**Department Total : 962.00**

## Department: 582 - Residential Streets

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
250899	1697	MESHEK & ASSOCIATES, PLC 12035820 - 53160 -	SENDERA LAKE BANK STABILIZATION PROJECT Res Str Construct - Ward 3	8/11/2025	123510	3,655.50
244780	1697	MESHEK & ASSOCIATES, PLC 12035820 - 53155 -	NE 3RD ST -DETENTION POND Res Str Construct - Ward 2	8/11/2025	123511	2,529.75

**Department Total : 6,185.25**

**Fund Total : 7,147.25**



August 25, 2025

**BID #2026-002**

**“PURCHASE OF EIGHT (8) CITY VEHICLES”**

The City of Moore is accepting bids on the above referenced item for the City of Moore Police Department. Attached you will find the bid notice, bid specifications, and a non-collusion affidavit. Bidders can go to <https://www.cityofmoore.com/government/city-bids-1> to view and print documents and see all particulars.

Please note alternate bids will not be accepted. Bidders are required to indicate that they meet the specifications of each type of vehicle. Therefore, the entire specification packet needs to be returned with your bid return sheet. Bid price will include being delivered to the City of Moore Police Department, located at 117 E Main Street, Moore, Oklahoma 73160.

If you have any questions concerning this bid, please contact Captain David Seay, Moore Police Department, at (405) 793-5189.

Sincerely,

Barbara Furgiani  
Purchasing Agent

BF: dws  
Attachments

**CITY OF MOORE  
BID NOTICE  
BID # 2026-002**

**NOTICE IS HEREBY GIVEN** that the City of Moore will receive sealed bids in the office of the City Clerk, Purchasing Division, Moore City Hall, 301 North Broadway, Moore, Oklahoma, 73160, for the **PURCHASE OF EIGHT (8) CITY VEHICLES.** Bids will not be accepted after **X:XX A.M., DOW, MONTH DAY, 2026.**

Bids will be made in accordance with the specifications, and these specifications are on file and available for examination, or may be obtained from the office of the Purchasing Agent, Moore City Hall. Bidders can go to <https://www.cityofmoore.com/government/city-bids> to view and print documents and see all particulars.

*One (1) copy* addressed to the *City of Moore Purchasing Agent* will be submitted, and that copy must be sealed and clearly marked with the name of the bidding vendor *and* identified as follows:

**"SEALED BID #2026-002"  
"PURCHASE OF EIGHT (8) CITY VEHICLES"**

Bids filed as provided herein will be publicly opened at **XX:XX a.m., DOW, Month Day, 2026, Moore City Hall, City Council Chambers, 301 North Broadway, Moore, Oklahoma 73160.** All bids will remain at least forty-eight (48) hours thereafter, before a contract will be made and entered into thereon.

Bids received more than ninety-six (96) hours [excluding Saturdays, Sundays and holidays], before the time set for the receipt of bids will not be considered.

The City of Moore reserves the right to accept the bid which, in the judgment of the Staff, is the best for the application of needs, materials and services as covered in the specifications, and is deemed the best, overall, for the good of the City.

The City of Moore reserves the right to reject any and all bids; waive irregularities and formalities in any bid submitted. In addition, the City of Moore reserves the right to contract with one or more parties to perform identical services as deemed appropriate.

The City of Moore is an equal opportunity employer.

Barbara Furgiani  
Purchasing Agent  
(405)793-5022

**CITY OF MOORE  
BID #2026-002  
“PURCHASE OF EIGHT (8) CITY VEHICLES”**

**Scope of the Specification:**

These specifications below describe specific Ford vehicles and factory options.

**General Intent and Terms:**

The intent of this specification is to describe a specific make and model of vehicle for use in the Police Department fleet. The specification describes the minimum capacities, materials, and qualities of equipment needed and required in the performance of such police related activities. Any bids submitted not meeting all of these minimum specifications and requirements are subject to rejection. Failure to state exceptions will subject the bid to rejection. Check blanks with either “Yes” if meeting or exceeding specifications or “No” if exception is taken.

**Alternate bids will not be accepted and evaluated.**

All vehicles and equipment bid and furnished shall be new and unused, and the same as the manufacturer’s current production model. Accessories not specifically mentioned herein, but necessary to furnish a complete unit ready for use, shall also be included.

**2026 Ford Police Interceptor Utility All Wheel Drive Sport Utility Vehicles**

**Quantity:**  
Four (4)

**Specifications for 2026 Ford Police Interceptor Utility AWD Sport Utility Vehicles**

- (4) 2026 Ford Police Interceptor Utility AWD SUVs
  - (6) Black
    - Model Code K8A
    - 3.7L / V6 Ti-VCT FFV Engine
    - 4 Speed Auto Transmission
    - All Wheel Drive
    - Keyless Entry with 4 FOBS / 4 Keys
    - Power Doors w/ Override
    - Power Windows W/ Lock Out
    - Deep Tinted Glass on all windows except windshield
    - Heated Mirrors
    - Front and Rear AC & Heat
    - Disable Daytime Running Lights
    - Dark Car Option activated
    - Aux Dome Light
    - Bumper to Bumper 3 Year / 36,000 mile Warranty
    - Drivetrain 5 year / 60,000 mile Warranty
    - Delivery to Moore, OK 73160

(4) 2026 Ford Police Interceptor Utility All Wheel Drive Sport Utility Vehicles	Comply Yes/No?
Does the bidder meet all of the specifications for these vehicles	

**2026 Ford Explorer 4x4 Base Model Sport Utility Vehicles**

**Quantity:**

Four (4)

**Specifications for 2026 Ford Explorer 4x4 Base Model Sport Utility Vehicles**

- (4) 2026 Ford Explorer 4X4 Base model SUVs
  - (1) Agate Black Metallic
  - (1) Carbonized Gray Metallic
  - (2) Space White Metallic
    - Model Code K7B
    - Gas Engine
    - 10 Speed Automatic
    - 7 Passenger with 3<sup>rd</sup> Row seats
    - Keyless Entry with 4 FOBS / 4 Keys
    - Power Locks and Windows
    - Carpet with Mats
    - Deep Tinted Glass on 1<sup>st</sup> and 2<sup>nd</sup> Row and Cargo Area
    - Bumper to Bumper 3 Year / 36,000 mile Warranty
    - Drivetrain 5 year / 60,000 mile Warranty
    - Delivery to Moore, OK 73160

(4) 2026 Ford Explorer 4x4 Base Model Sport Utility Vehicles	Comply Yes/No?
Does the bidder meet all of the specifications for these vehicles	

**BID RETURN SHEET**  
**BID #2026-002**  
**“PURCHASE OF EIGHT (8) CITY VEHICLES”**

Bid price to include delivery to: **City of Moore Police Department**  
117 E Main St.  
Moore, OK 73160

**Pricing** **Price**

---

Quantity: 4 Vehicles  
2026 Ford Police Interceptor Utility  
AWD Sport Utility Vehicles (Black).....\$ \_\_\_\_\_

Quantity: 4 Vehicles  
2026 Ford Explorer  
4x4 Base Model Sport Utility Vehicles (Black/Gray/ White).....\$ \_\_\_\_\_

BID TOTAL.....\$ \_\_\_\_\_

Estimated Delivery Time after Order is Placed \_\_\_\_\_

*(Please attach any supporting quotes and documents when turning in this document.)*

**VENDOR INFORMATION**

Vendor Name: \_\_\_\_\_

Vendor's Remit Address: \_\_\_\_\_  
*Street/P. O. Box* *City/State/Zip Code*

Contact Person: \_\_\_\_\_  
*Name* *Title*

Phone Number: ( ) \_\_\_\_\_ Fax Number: ( ) \_\_\_\_\_

**NOTE:** *Be sure to include completed Non-Collusion Affidavit with your bid.*





**Date: September 2, 2025**  
**Bid#: 2025.08.18.A.KB Overview**

TIPS (The Interlocal Purchasing System)  
 Contact #23010401 - Trades, Labor, and Materials (Non Joc)

Scope of Work:  
 Remove trip hazards (listed below) chosen by city representative via a horizontal shaving method done to ADA Specifications (1:12 slope ratio).  
 Remove all debris made from repairs and clean area.  
 Provide repair reporting with GPS coordinates, measurements, and before and after photos.  
 \*No engineering or design work is required

**City of Moore**  
**City of Moore**  
**Dennis Bothell**  
**301 N Broadway**  
**Moore, OK 73160-5130**  
[Link to online repairs map](#)

**Precision Concrete Cutting**  
**4001 SW 113th St Suite A**  
**Oklahoma City, OK 73173**  
 405-427-4455

<b>Sub-Bid Number</b>	<b>Location</b>	<b># Repairs</b>	<b>Inch Feet</b>	<b>Cost</b>
1	Ward 1	593	672.08	\$42,006.41
2	Ward 2	610	682.27	\$42,643.34
3	Ward 3	677	667.16	\$41,699.16
	<b>TOTALS</b>	<b>1,880</b>	<b>2,021.51</b>	<b>\$126,348.91</b>



City of Moore  
 City of Moore  
 Dennis Bothell  
 301 N Broadway  
 Moore, OK 73160-5130  
[Link to online repairs map](#)

Precision Concrete Cutting  
 4001 SW 113th St Suite A  
 Oklahoma City, OK 73173  
 405-427-4455

**Date: September 2, 2025**

**Bid#: 2025.08.18.A.KB (Ward 1) Addendum**

*\*Replacements or special attention recommended.*

*\*Outside our scope of repair and not included in bid price.*

LEGEND: WW=Walkway SW=Sidewalk CSW=City Sidewalks DW=Driveway GB=Gutter Bed R&R=Remove and Replace (not repaired)  
 ATTN=Attention (not repaired) GAP-M=Gap 1/2"-1" wide GAP-L=Gap 1"-2" wide OG=Old Grind OC=Old Cut PATCH=Asphalt or Concrete Patch  
 ASPCUT=Asphalt Cut XCUT=Crossed Lift LCUT=Slab lifter at corner MVCAR=Move Car PTRVL=Path of Travel TREATED=Special concrete  
 ?=Questionable Cut

No.	Code	Location / Notes	SQ FT	Width	Length	Image Link
5732-00773	R&R	R&R CSW 1001 S Bouziden Dr : Heavy spalling , Slab broken or unstable	64	4.0	16	<a href="https://uploa">https://uploa</a>
5732-00776	R&R	R&R CSW 1001 S Bouziden Dr : Offset >2"	64	4.0	16	<a href="https://uploa">https://uploa</a>
5732-00847	R&R	R&R CSW 909 S Bouziden Dr : Offset >2"	28	4.0	7	<a href="https://uploa">https://uploa</a>
5732-00868	R&R	R&R CSW 1205 S Bouziden Dr : Offset >2"	48	4.0	12	<a href="https://uploa">https://uploa</a>
5732-00927	R&R	R&R CSW 1104 S Avery Dr : Offset >2"	22	4.0	5.5	<a href="https://uploa">https://uploa</a>
5732-00930	R&R	R&R CSW 1104 S Avery Dr : Slab broken or unstable , Heavy spalling	72	4.0	18	<a href="https://uploa">https://uploa</a>
5732-00961	R&R	R&R CSW 812 S Avery Dr : Heavy spalling , Slab broken or unstable	40	4.0	10	<a href="https://uploa">https://uploa</a>
5732-00979	R&R	R&R CSW 500 S Avery Dr : Offset >2"	40	4.0	10	<a href="https://uploa">https://uploa</a>
5732-00990	R&R	R&R CSW 500 S Patterson Dr : Hole >12" , Offset >2"	40	4.0	10	<a href="https://uploa">https://uploa</a>
5732-00992	R&R	R&R CSW 513 S Patterson Dr : Heavy spalling	40	4.0	10	<a href="https://uploa">https://uploa</a>
5732-00993	R&R	R&R CSW 601 S Patterson Dr : Slab broken or unstable	44	4.0	11	<a href="https://uploa">https://uploa</a>

5732-01042	R&R	R&R CSW 813 SE 8th St : Offset >2"	24	4.0	6	<a href="https://uploa">https://uploa</a>
5732-01056	R&R	R&R CSW 813 SE 8th St : Offset >2"	16	4.0	4	<a href="https://uploa">https://uploa</a>
5732-01074	R&R	R&R CSW 840 SE 8th St : Heavy spalling	40	4.0	10	<a href="https://uploa">https://uploa</a>
5732-01102	R&R	R&R CSW 817 SE 8th St : Slab broken or unstable	28	4.0	7	<a href="https://uploa">https://uploa</a>
5788-00667	R&R	R&R CSW 829 SE 6th St : Gap >2"	45	6.0	7.5	<a href="https://uploa">https://uploa</a>
5788-00706	R&R	R&R CSW 816 SE 7th Ct : 2 or more heavy cracks	52	4.0	13	<a href="https://uploa">https://uploa</a>
5788-00742	R&R	R&R CSW 837 SE 5th Ct : Offset >2"	16	4.0	4	<a href="https://uploa">https://uploa</a>
5788-00780	R&R	R&R CSW 824 SE 5th Ct : Offset >2"	28	4.0	7	<a href="https://uploa">https://uploa</a>
5788-00784	R&R	R&R CSW 828 SE 5th Ct : Gap >2"	49	7.0	7	<a href="https://uploa">https://uploa</a>
5788-00834	R&R	R&R CSW 508 S Silver Leaf Dr : Offset >2"	98	4.0	24.5	<a href="https://uploa">https://uploa</a>
5788-00883	R&R	R&R CSW 701 S Silver Leaf Dr : Offset >2"	52	4.0	13	<a href="https://uploa">https://uploa</a>
5732-00768	ATT	ATTN CSW 1008 S Bouziden Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00819	ATT	ATTN CSW 605 S Bouziden Dr : Hole M (5" - 8")				<a href="https://uploa">https://uploa</a>
5732-00830	ATT	ATTN CSW 813 S Bouziden Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00913	ATT	ATTN CSW 1109 S Avery Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00976	ATT	ATTN CSW 604 S Avery Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-01010	ATT	ATTN CSW 813 S Patterson Dr : Hole M (5" - 8")				<a href="https://uploa">https://uploa</a>



City of Moore  
 City of Moore  
 Dennis Bothell  
 301 N Broadway  
 Moore, OK 73160-5130  
[Link to online repairs map](#)

Precision Concrete Cutting  
 4001 SW 113th St Suite A  
 Oklahoma City, OK 73173  
 405-427-4455

**Date: September 2, 2025**

**Bid#: 2025.08.18.A.KB (Ward 2) Addendum**

*\*Replacements or special attention recommended.*

*\*Outside our scope of repair and not included in bid price.*

LEGEND: WW=Walkway SW=Sidewalk CSW=City Sidewalks DW=Driveway GB=Gutter Bed R&R=Remove and Replace (not repaired)  
 ATTN=Attention (not repaired) GAP-M=Gap 1/2"-1" wide GAP-L=Gap 1"-2" wide OG=Old Grind OC=Old Cut PATCH=Asphalt or Concrete Patch  
 ASPCUT=Asphalt Cut XCUT=Crossed Lift LCUT=Slab lifter at corner MVCAR=Move Car PTRVL=Path of Travel TREATED=Special concrete  
 ?=Questionable Cut

No.	Code	Location / Notes	SQ FT	Width	Length	Image Link
5732-00054	R&R	R&R CSW 2120 Queensbury Rd 2112 : Slab broken or unstable	27	3.0	9	<a href="https://uploa">https://uploa</a>
5732-00056	R&R	R&R CSW 2100 Queensbury Rd : Slab broken or unstable	45	3.0	15	<a href="https://uploa">https://uploa</a>
5732-00061	R&R	R&R CSW 2101 Queensbury Rd : Offset >2"	48	3.0	16	<a href="https://uploa">https://uploa</a>
5732-00065	R&R	R&R CSW 2109 Queensbury Rd : Offset >2"	132	3.0	44	<a href="https://uploa">https://uploa</a>
5732-00066	R&R	R&R CSW 2109 Queensbury Rd : Heavy spalling	81	3.0	27	<a href="https://uploa">https://uploa</a>
5732-00068	R&R	R&R CSW 2113 Queensbury Rd : Slab broken or unstable , Offset >2"	42	3.0	14	<a href="https://uploa">https://uploa</a>
5732-00069	R&R	R&R CSW 2201 Queensbury Rd : Slab broken or unstable	37.5	3.0	12.5	<a href="https://uploa">https://uploa</a>
5732-00148	R&R	R&R CSW 913 NW 23rd St : Slab broken or unstable	29.75	3.5	8.5	<a href="https://uploa">https://uploa</a>
5732-00217	R&R	R&R CSW 840 NW 19th St : Heavy spalling	72	4.0	18	<a href="https://uploa">https://uploa</a>
5732-00237	R&R	R&R CSW 920 NW 19th St : Heavy spalling	54	4.0	13.5	<a href="https://uploa">https://uploa</a>
5732-00286	R&R	R&R CSW 1801 Tudor Dr : Slab broken or unstable , Heavy spalling	66	4.0	16.5	<a href="https://uploa">https://uploa</a>
5732-00324	R&R	R&R CSW 1816 Tudor Pl : Slab broken or unstable , Heavy spalling	24	4.0	6	<a href="https://uploa">https://uploa</a>

5732-00352	R&R	R&R CSW 1704 Queensbury Rd : Slab broken or unstable	38	4.0	9.5	<a href="https://uploa">https://uploa</a>
5732-00429	R&R	R&R CSW 913 Queensbury Rd : Heavy spalling , Slab broken or unstable	86	4.0	21.5	<a href="https://uploa">https://uploa</a>
5732-00496	R&R	R&R CSW 1008 N Windermere Dr : Slab broken or unstable , Heavy spalling	44	4.0	11	<a href="https://uploa">https://uploa</a>
5732-00521	R&R	R&R CSW 920 N Windermere Dr : Offset >2"	18	4.0	4.5	<a href="https://uploa">https://uploa</a>
5732-00660	R&R	R&R CSW 1055 NW 18th St : Heavy spalling , Slab broken or unstable	52	4.0	13	<a href="https://uploa">https://uploa</a>
5732-00661	R&R	R&R CSW 1051 NW 18th St : Offset >2"	20	4.0	5	<a href="https://uploa">https://uploa</a>
5732-00684	R&R	R&R CSW 1032 NW 18th St : Offset >2"	22.5	5.0	4.5	<a href="https://uploa">https://uploa</a>
5732-00743	R&R	R&R CSW 1051 Nw 19th St 2 : Slab broken or unstable , Heavy spalling	20	4.0	5	<a href="https://uploa">https://uploa</a>
5732-00752	R&R	R&R CSW 1035 Nw 19th St 2 : Offset >2"	24	4.0	6	<a href="https://uploa">https://uploa</a>
5732-00047	ATT	ATTN CSW 2208 Queensbury Rd : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00071	ATT	ATTN CSW 2205 Queensbury Rd : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00089	ATT	ATTN CSW 1000 Queensbury Rd : Other				<a href="https://uploa">https://uploa</a>
5732-00180	ATT	ATTN CSW 837 NW 19th St : Damaged or Lifted utility, Utility Sewer Sureound By Spalling				<a href="https://uploa">https://uploa</a>
5732-00427	ATT	ATTN CSW 905 N Windermere Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00453	ATT	ATTN CSW 1001 N Windermere Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00481	ATT	ATTN CSW 1032 N Windermere Dr : Damaged or Lifted utility, Utility Cap Suken Could Cut Not Enough Space For How Far Back The Cut Will Need To Go				<a href="https://uploa">https://uploa</a>
5732-00491	ATT	ATTN CSW 1016 N Windermere Dr : Other, Potential Hazards Underneat Brush				<a href="https://uploa">https://uploa</a>
5732-00507	ATT	ATTN CSW 940 N Windermere Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00510	ATT	ATTN CSW 940 N Windermere Dr : Damaged or Lifted utility, Not Enough Space To Cut Back It Woukd Be Going I To Grass Otherwise Cuttable				<a href="https://uploa">https://uploa</a>
5732-00512	ATT	ATTN CSW 940 N Windermere Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>
5732-00541	ATT	ATTN CSW 909 N Windermere Dr : Damaged or Lifted utility				<a href="https://uploa">https://uploa</a>



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 Oklahoma City, OK 73173  
 405-427-4455

**Date: September 2, 2025**

**Bid#: 2025.08.18.A.KB (Ward 3) Addendum**

*\*Replacements or special attention recommended.*

*\*Outside our scope of repair and not included in bid price.*

LEGEND: WW=Walkway SW=Sidewalk CSW=City Sidewalks DW=Driveway GB=Gutter Bed R&R=Remove and Replace (not repaired)  
 ATTN=Attention (not repaired) GAP-M=Gap 1/2"-1" wide GAP-L=Gap 1"-2" wide OG=Old Grind OC=Old Cut PATCH=Asphalt or Concrete Patch  
 ASCUT=Asphalt Cut XCUT=Crossed Lift LCUT=Slab lifter at corner MVCAR=Move Car PTRVL=Path of Travel TREATED=Special concrete  
 ?=Questionable Cut

No.	Code	Location / Notes	SQ FT	Width	Length	Image Link
5788-00014	R&R	R&R CSW 819 SW 14th St : 2 or more heavy cracks	20	4.0	5	<a href="https://uploa">https://uploa</a>
5788-00053	R&R	R&R CSW 1505 Ginger Ave : Offset >2"	18	4.0	4.5	<a href="https://uploa">https://uploa</a>
5788-00054	R&R	R&R CSW 1505 Ginger Ave : Offset >2"	18	4.0	4.5	<a href="https://uploa">https://uploa</a>
5788-00058	R&R	R&R CSW 1517 Ginger Ave : Offset >2"	16	4.0	4	<a href="https://uploa">https://uploa</a>
5788-00085	R&R	R&R CSW 1701 Ginger Ave : 2 or more heavy cracks	50	4.0	12.5	<a href="https://uploa">https://uploa</a>
5788-00106	R&R	R&R CSW 832 Eric Cir : 2 or more heavy cracks	42	4.0	10.5	<a href="https://uploa">https://uploa</a>
5788-00109	R&R	R&R CSW 824 Eric Cir : 2 or more heavy cracks	34	4.0	8.5	<a href="https://uploa">https://uploa</a>
5788-00123	R&R	R&R CSW 829 Eric Cir : 2 or more heavy cracks	36	4.0	9	<a href="https://uploa">https://uploa</a>
5788-00126	R&R	R&R CSW 829 Eric Cir : 2 or more heavy cracks	34	4.0	8.5	<a href="https://uploa">https://uploa</a>
5788-00128	R&R	R&R CSW 829 Eric Cir : Offset >2"	26	4.0	6.5	<a href="https://uploa">https://uploa</a>
5788-00144	R&R	R&R CSW 837 Eric Cir On Ginger Ave : 2 or more heavy cracks	118	4.0	29.5	<a href="https://uploa">https://uploa</a>
5788-00145	R&R	R&R CSW 837 Eric Cir On Ginger Ave : 2 or more heavy cracks	188	4.0	47	<a href="https://uploa">https://uploa</a>



5788-00173	R&R	R&R CSW 1404 Ginger Ave : 2 or more heavy cracks	16	4.0	4	<a href="https://uploa">https://uploa</a>
5788-00195	R&R	R&R CSW 1405 Eagle Dr On Sw 14th St : 2 or more heavy cracks	52	4.0	13	<a href="https://uploa">https://uploa</a>
5788-00232	R&R	R&R CSW 901 SW 16th St On Penn Ln : 2 or more heavy cracks	230	4.0	57.5	<a href="https://uploa">https://uploa</a>
5788-00235	R&R	R&R CSW 901 SW 16th St On Penn Ln : 2 or more heavy cracks	62	4.0	15.5	<a href="https://uploa">https://uploa</a>
5788-00241	R&R	R&R CSW 1616 Penn Ln : 2 or more heavy cracks	38	4.0	9.5	<a href="https://uploa">https://uploa</a>
5788-00244	R&R	R&R CSW 1616 Penn Ln : Hole >12"	18	4.0	4.5	<a href="https://uploa">https://uploa</a>
5788-00246	R&R	R&R CSW 1612 Penn Ln : 2 or more heavy cracks , No concrete	130	4.0	32.5	<a href="https://uploa">https://uploa</a>
5788-00343	R&R	R&R CSW 1016 Sw 12th St : 2 or more heavy cracks	192	4.0	48	<a href="https://uploa">https://uploa</a>
5788-00381	R&R	R&R CSW 929 SW 13th St : No concrete	20	4.0	5	<a href="https://uploa">https://uploa</a>
5788-00395	R&R	R&R CSW 932 SW 13th St : No concrete	16	4.0	4	<a href="https://uploa">https://uploa</a>
5788-00436	R&R	R&R CSW 1000 Sw 14th St : Offset >2"	20	4.0	5	<a href="https://uploa">https://uploa</a>
5788-00446	R&R	R&R CSW 920 Sw 14th St : Offset >2"	16	4.0	4	<a href="https://uploa">https://uploa</a>
5788-00466	R&R	R&R CSW 913 Dw 15th St : 2 or more heavy cracks	102	4.0	25.5	<a href="https://uploa">https://uploa</a>
5788-00469	R&R	R&R CSW 921 Dw 15th St : 2 or more heavy cracks , No concrete	134	4.0	33.5	<a href="https://uploa">https://uploa</a>
5788-00470	R&R	R&R CSW 929 Dw 15th St : No concrete	28	4.0	7	<a href="https://uploa">https://uploa</a>
5788-00569	R&R	R&R CSW 1008 SW 16th St : Hole >12"	30	4.0	7.5	<a href="https://uploa">https://uploa</a>
5788-00602	R&R	R&R CSW 1024 SW 16th St On S Santa Fe Ave : 2 or more heavy cracks	177	6.0	29.5	<a href="https://uploa">https://uploa</a>
5788-00610	R&R	R&R CSW 1025 Sw 15th St On S Santa Fe Ave : 2 or more heavy cracks	72	6.0	12	<a href="https://uploa">https://uploa</a>
5788-00619	R&R	R&R CSW 1024 Sw 14th St On S Santa Fe Ave : 2 or more heavy cracks	72	6.0	12	<a href="https://uploa">https://uploa</a>
5788-00623	R&R	R&R CSW 1025 Sw 14th St On S Santa Fe Ave : 2 or more heavy cracks	144	6.0	24	<a href="https://uploa">https://uploa</a>
5788-00635	R&R	R&R CSW 1024 SW 12th St On S Santa Fe Ave : 2 or more heavy cracks	108	6.0	18	<a href="https://uploa">https://uploa</a>
5788-00647	R&R	R&R CSW 1025 SW 12th St On S Santa Fe Ave : 2 or more heavy cracks	36	6.0	6	<a href="https://uploa">https://uploa</a>
5788-00650	R&R	R&R CSW 1024 SW 11th St On S Santa Fe Ave : Offset >2"	36	6.0	6	<a href="https://uploa">https://uploa</a>
5788-00658	R&R	R&R CSW 1024 SW 11th St On S Santa Fe Ave : Hole >12"	36	6.0	6	<a href="https://uploa">https://uploa</a>
5788-00941	R&R	R&R CSW 1424 Eagle Dr : 2 or more heavy cracks	25	5.0	5	<a href="https://uploa">https://uploa</a>
5788-00954	R&R	R&R CSW 1512 Eagle Dr : 2 or more heavy cracks	92	4.0	23	<a href="https://uploa">https://uploa</a>
5788-00958	R&R	R&R CSW 1417 Eagle Dr : Hole >12"	50	5.0	10	<a href="https://uploa">https://uploa</a>

## CONTRACT

THIS CONTRACT made and entered into this \_\_\_ day of \_\_\_\_\_, 2025, by and between CITY OF MOORE, Oklahoma, a Municipal Corporation, acting by and through the Mayor and City Council, party of the first part, hereinafter referred to as "CITY", and Precision Concrete Cutting, party of the second part, hereinafter referred to as "CONTRACTOR".

### WITNESSETH:

WHEREAS, the CITY has caused to be prepared in accordance with law, certain Contract Documents and Technical Specifications (including Plans) for the work hereinafter described, and has caused a Solicitation for Proposals to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for

### **Horizontal Concrete Saw-Cutting and Shaving Services**

and

WHEREAS, the Contractor in response to Solicitation for Proposals submitted to the CITY for Horizontal Concrete Saw-Cutting and Shaving Services.

WHEREAS, the CITY, in the manner provided by law, examined, and using TIPS Contract (The Interlocal Purchasing System): #23010401 – Trades, Labor, and Materials (Non-JOC), has determined and declared the above-named Contractor to be the best responsive responsible proposer on the above-described project; and

WHEREAS, the City, has duly awarded this Contract to said Contractor for the sum of, to wit:

ONE HUNDRED TWENTY SIX THOUSAND THREE HUNDRED FORTY EIGHT DOLLARS, AND NINETY ONE CENTS (\$126,348.91). Said proposal of \_\_\_\_\_ is incorporated by reference into this contract. \_\_\_\_\_

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this Contract have agreed, and hereby agree, as follows:

1. The Contractor shall, in a good and first-class workmanlike manner, at his own cost and expense, furnish all labor and materials, tools, and equipment required to perform and complete said work in strict accordance with this Contract, the Contract Documents and Technical Specifications and all applicable Plans and Addenda, all of which are on file in the office of the City Manager, 301 N. Broadway, Moore, OK, 73160, and hereby incorporated by reference and made a part of this Contract as if the same were each herein set out at length.
2. The CITY will make progress payments to the Contractor no more than once per month upon request of the Contractor.

Such payment will be made on the basis of an agreed estimate of work performed since the previous pay request, provided that the Contractor and the City Manager shall have previously come to an  
City of Moore

Horizontal Concrete Saw-Cutting and Shaving Services

agreement as to the amount of the request prior to submission.

The City shall retain five percent (5%) of the amount of each estimate until the project is complete. This retainage shall not be released until final acceptance of the project by the City Council.

Each monthly estimate for payment must contain or have attached an affidavit for payment, as set forth in the Contract Documents and Technical Specifications.

On completion of the work, but prior to the acceptance by the CITY, it shall be the duty of the City Manager, or his authorized designee, to determine that said work has been completed and fully performed in accordance with said Contract Documents and Technical Specifications and all applicable Plans and Addenda; and upon making such determination said official shall make his final certificate to the CITY.

The Contractor hereby agrees to commence work under this Contract on a date to be specified in a written "Work Order" of the CITY and to fully complete the project within Ninety **(90) consecutive calendar days**. The Contractor further agrees to pay as liquidated damages, the sum of **Four Hundred Dollars and 00/100 (\$400.00) for each consecutive calendar day** thereafter as provided in Paragraph 18 of the General Conditions section of the Contract Documents and Technical Specifications.

The Contractor shall furnish proof that all claims and obligations incurred by him in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit constituting the Contractor's Release to City as set forth in the Contract Documents and Technical Specifications; thereupon, the final estimate (including any retained amounts) will be approved and paid.

3. Discrimination. The Contractor agrees in connection with the performance of work under this contract as follows:
  - a. The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, disability, age or ancestry. Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, (including apprenticeship.) The Contractor agrees to include this non-discrimination clause in any subcontracts connected with the performance of this Contract.
  - b. The Contractor and subcontractor shall agree to post in a conspicuous place available to employees and applicants for employment, notice to be provided by the City of Moore setting forth provisions of this section.
  - c. In the event of the Contractor's non-compliance with the above non-discrimination clause, this Contract may be terminated by the CITY. The Contractor may also be declared by the CITY to be ineligible for future contracts with the CITY until satisfactory proof of intent to comply shall be made by the Contractor.

4. Use of Subcontractors. The Contractor shall actively solicit bids for the subcontracting of goods or services from qualified minority businesses. At the request of the CITY, the Contractor shall furnish evidence of compliance with this requirement of minority solicitation. The Contractor further agrees to consider the grant of subcontracts to minority bidders on the basis of substantially equal proposals in the light most favorable to said minority businesses.
5. Entire Contract. This Contract and all the documents incorporated by reference contain the entire understanding and agreement of the parties upon the subject matter hereof. There is no agreement, oral or otherwise, which is not set forth in writing hereto or attached. This Contract includes the following items: this Contract, the Contract Documents and Technical Specifications, all applicable Plans and Addenda and the Contractor's Proposal.
6. Modification and Termination. This Contract cannot be modified or terminated except in writing signed by both parties or as otherwise provided herein.
7. Assignment. This Contract shall not be assigned without the written consent of the CITY.
8. Bankruptcy. If the Contractor becomes bankrupt or insolvent, or if a petition in bankruptcy is filed against the Contractor, or if a receiver is appointed for the Contractor, the CITY shall have the right to terminate this Contract upon written notice to the Contractor without prejudice to any claim for damages or any other right of the CITY under this Contract to the time of such termination.
9. Variables in Cost. The parties hereto assume and understand that the variables in Contractor's cost of performance may fluctuate; consequently, the parties hereto agree that any fluctuations in Contractor's costs will in no way alter the Contractor's obligations under this Contract nor excuse performance or delay on his part.
10. Choice of Laws and Venue. This Contract shall be governed by the laws of the State of Oklahoma. Any lawsuit brought concerning this Contract shall be filed with the appropriate state court, Cleveland County, Oklahoma or with the United States District Court for Western District of Oklahoma, as applicable.
11. This Contract requires proper signature and acceptance by the Contractor and approval by the Moore City Council before it becomes effective.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in three (3) originals, the day and year first above written.

(FOR CORPORATIONS ONLY)

\_\_\_\_\_  
Name of Corporation

By \_\_\_\_\_

City of Moore  
Horizontal Concrete Saw-Cutting and Shaving Services

ATTEST:

Title \_\_\_\_\_

\_\_\_\_\_

Title \_\_\_\_\_  
(AFFIX SEAL)

(FOR PARTNERSHIPS AND PROPRIETORSHIPS)

\_\_\_\_\_  
Name of Partnership or Proprietorship

By \_\_\_\_\_

Title \_\_\_\_\_

**COUNTY OF CLEVELAND        }**  
**STATE OF OKLAHOMA         }**

Before me the undersigned, a Notary Public in and for said state, on this \_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared \_\_\_\_\_, a member of the partnership/proprietorship \_\_\_\_\_ to me known to be the identical person who executed the within and foregoing instrument on behalf of said partnership/proprietorship and acknowledged to me that \_\_\_\_\_ (he/she) executed the same as \_\_\_\_\_ (his/her) free and voluntary act and deed, and for the free and voluntary act and deed of said partnership/proprietorship, for the uses and purposes therein set forth.

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_

CITY OF MOORE, OKLAHOMA  
A Municipal Corporation

---

Mark Hamm, MAYOR

ATTEST:

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Vanessa Kemp, CITY CLERK

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Brian Miller, CITY ATTORNEY



**Inter-Local Agreement  
between  
THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
and  
THE CITY OF MOORE**

**I. Mission**

The purpose of this INTER-LOCAL AGREEMENT is to outline the responsibilities of the Association of Central Oklahoma Governments (ACOG) and *The City of Moore* (CITY) pursuant to participation in the Community Economic Resiliency Initiative (CERI) Program. The CERI planning demonstration site identified by this INTER-LOCAL AGREEMENT is *The Cleveland Heights Small Area Plan*.

**II. Background**

The Association of Central Oklahoma Governments (ACOG), a collaborative, regional organization of local governments, has designated a portion of the awarded 2023-25 and 2026-28 EDA Planning Grants to provide valuable planning services to the municipalities within our region. As a result, ACOG has reserved \$45,000 to fund two cities to take part in the 2025-26 Community Economic Resiliency Initiative (CERI) Program. The CERI Program offers municipal governments the opportunity to develop planning demonstration (demo) sites that will model strategic community and long-term economic investment with a focus on placemaking and cultural heritage tourism. CERI aims to engage local governments to develop the tools they need to become economically resilient and sustainable. Depending upon the scope of their application project, successful applicants will receive valuable planning consultant services, community research and public engagement guidance, proposed project implementation strategies, and best practices training.

**III. Duties**

A. ACOG shall:

1. Contract with the University of Oklahoma Institute for Quality Communities (IQC) for consulting services on behalf of the CITY, including community research/mapping, coordination of public engagement meetings, develop design and/or planning recommendations and provide best practices training, at a funding level of up to \$25,000.
2. Collect and remit a contribution in the as of Two-thousand Five-Hundred Dollars (\$2,500) from the CITY to IQC.
3. Monitor all planning demonstration site activities and provide assistance to IQC and the CITY throughout the duration of the project timeframe.

B. The CITY shall:

1. Commit Two-thousand Five-Hundred Dollars (\$2,500) as a contribution of the inscribed total of \$25,000 towards IQC for consulting services.
2. Commit to the established project timeframe as determined by IQC.
3. Engage the designated CITY staff throughout the duration of the project.
4. Fulfill local commitment, capacity, and resources as described in your application for the successful completion of the CERI project.
5. Actively engage and promote a comprehensive public involvement process.
6. Consider the adoption of the recommended plan by CITY Council.
7. Provide ongoing community support beyond the planning demo site timeframe to pursue future implementation of recommendations and management of the project.

**IV. Terms and Conditions**

- A. The term of this INTER-LOCAL AGREEMENT shall commence upon execution by all parties. IQC collaboration shall begin on September 15, 2025, and conclude on or before May 15, 2026.
- B. ACOG and CITY shall each be responsible for the defense of any acts of each of their officers, agents or employees for any liabilities of any kind that arise from any willfully negligent or wrongful acts or omissions of said officers, agents or employees.
- C. No alteration or variation of the terms of this INTER-LOCAL AGREEMENT shall be valid unless made in writing and signed by both parties hereto.
- D. Either party hereto may terminate this INTER-LOCAL AGREEMENT without cause upon thirty (30) days' written notice served upon the other party. Ownership of all materials purchased in furtherance of this INTER-LOCAL AGREEMENT shall be shared between ACOG and CITY.
- E. All funding to be utilized for this program is contingent upon ACOG receiving sufficient and timely grant funding from the awarding agency. If grant funds are reduced, delayed, or not received, ACOG may reduce, delay, or cancel program funding without penalty or further liability.
- F. Contract Manager for this INTER-LOCAL AGREEMENT is Sharon Astrin, CED Manager for ACOG, and ***Deidre Ebrey, Assistant City Manager for City of Moore.*** It shall be the responsibility of the Contract Managers to: 1) verify compliance with the terms and conditions of the INTER-LOCAL AGREEMENT; and 2) determine that the work set forth in the INTER-LOCAL AGREEMENT has been completed.

**IN WITNESS WHEREOF, this Inter-Local Agreement was executed and APPROVED by the Association of Central Oklahoma Governments this \_\_\_\_ day of \_\_\_\_\_, 2025.**

Reviewed as to form and legality,

\_\_\_\_\_  
Pete White, ACOG General Counsel

\_\_\_\_\_  
Mark W. Sweeney, AICP, Executive Director

**IN WITNESS WHEREOF, this Inter-Local Agreement was executed and APPROVED by Mayor and Council of the City of Moore this \_\_\_\_ day of \_\_\_\_\_, 2025.**

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Reviewed as to form and legality,

\_\_\_\_\_  
Municipal Legal Council

UTILITY RELOCATION AGREEMENT BETWEEN

OKLAHOMA TURNPIKE AUTHORITY

and

CITY OF MOORE, OKLAHOMA

RE: EWC-28103A, URA #1 - EFFLUENT LINE RELOCATION PROJECT

This Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2025 by and between the Oklahoma Turnpike Authority (hereinafter referred to as the “**AUTHORITY**”) and the City of Moore (hereinafter referred to as “**CITY**”), for the following intents and purposes.

WITNESSETH

**WHEREAS**, the **AUTHORITY** operates a turnpike system within Oklahoma that connects seamlessly with the state highway/interstate and local road system; and

**WHEREAS**, improvements to Oklahoma’s interconnected transportation system of turnpikes, state highways, and local roads must be coordinated to leverage resources, improve safety, and ensure a seamless operation for the benefit of all Oklahomans; and

**WHEREAS**, the **AUTHORITY** has made coordinating and partnering with state and local entities a priority throughout its history; and

**WHEREAS**, the **AUTHORITY** has announced a 15-year, long-range turnpike improvement and expansion program for projects defined in the Advancing and Connecting Communities and Economies Safely Statewide “ACCESS Program”; and

**WHEREAS**, the ACCESS Program includes major improvements to the existing turnpike system by expanding capacity and constructing new interchanges; and

**WHEREAS**, the transportation infrastructure improvements and new turnpike routes included in the ACCESS Program will provide new access to communities, improve safe travel, and which are also expected to provide additional economic development opportunities in the City of Moore and others near such improvements throughout the state; and

**WHEREAS**, the ACCESS Program includes the construction of a new turnpike route from the I-44 Tri-City area (Newcastle, Blanchard, Tuttle) at SH-37, crossing the South Canadian River, east to I-35, then continuing east along Indian Hills Road and then northeast to I-40, connecting to the new Kickapoo Turnpike (East-West Connector or “EWC” Project); and

**WHEREAS**, Title 69 O.S. §1722 governs the location, removal and relocation of utility facilities constructed or in place upon, across or under any turnpike. Section 1722 also describes the extent to which the **AUTHORITY** and utility owners may be obligated for the expense of utility rearrangements, and

that utility locations on all turnpikes are governed by the regulations and policies adopted by the **AUTHORITY** for the protection and maintenance of the turnpike system and for the safety of turnpike users; and

**WHEREAS**, portions of the **CITY**'s existing 30" and 15" sewer effluent lines from West of Penn Ave. to the East side of I-35 will need to be relocated to accommodate the construction of the East-West Connector; and

**WHEREAS**, the **City** has determined that replacing the existing lines with a betterment of two new 30" lines would be in the best interest of the **CITY**, and on January 6, 2025 adopted and approved Resolution No. 103(24) requesting that the **AUTHORITY** cover 100% of the cost of design, right-of-way acquisition and construction of the line replacement that would ordinarily create a cost split of 32% by the **AUTHORITY** and 68% by the **CITY**; and

**WHEREAS**, the line replacement cost split estimate included in the **CITY**'s adopted Resolution No. 103(24) was based on an EWC Project design that did not include frontage roads; and

**WHEREAS**, on March 17, 2025, after the **CITY**'s approval of Resolution No. 103(24), the Cleveland County Board of County Commissioners (**COUNTY**) adopted a Resolution requesting that the **AUTHORITY** include frontage roads in the EWC Project; and

**WHEREAS**, the **AUTHORITY** has agreed to the **COUNTY**'s request to include frontage roads in the design of the EWC Project, and which has the effect of changing the cost split estimate of the line replacement requested by the **CITY** to 92% by the **AUTHORITY** and 8% by the **CITY**; and

**WHEREAS**, in furthering of the ACCESS program and necessary re-agreement of the City facilities, the **AUTHORITY** agrees to cover 100% of the cost of design, right-of-way acquisition, and construction of the **CITY**'s line replacement; and

**WHEREAS**, the **CITY** requests the **AUTHORITY** to construct the relocation of the 30" and 15" sewer effluent lines with the betterment of two new 30" lines relocated along the North side of the EWC between the west side of S. Pennsylvania Ave. to the Moore Wastewater Treatment Plan, east side of I-35 as part of the construction of the EWC; and

**WHEREAS**, the **AUTHORITY** has expressed a preference for the **CITY** to oversee the design plans of the new effluent lines; and

**WHEREAS**, the **CITY** has expressed a preference for the **AUTHORITY** to oversee the construction of the new effluent lines; and

**WHEREAS**, the **AUTHORITY** and the **CITY** agree that the construction of two 30" effluent lines relocated along the North side of the EWC between the west side S. Pennsylvania Ave. to the Moore Wastewater Treatment Plan, east side of I-35 as part of the construction of the EWC by the **AUTHORITY** would be economical and beneficial to the State of Oklahoma and the **CITY** (hereinafter referred to as "**PROJECT**"); and

**WHEREAS**, the **AUTHORITY** and the **CITY** agree that it would be economically and beneficial for the **CITY** to preorder the material needed for the **PROJECT**; and

**NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, THE PARTIES AGREE AS FOLLOWS:**

A. The **CITY** agrees:

1. To provide the **AUTHORITY** the **PROJECT** design plans, inclusive of construction plans for the **PROJECT**.
2. To provide the **AUTHORITY** with the required utility construction specification for the **PROJECT**.
3. To hereby grant to the **AUTHORITY** the right of access to and the use of all rights-of-way belonging to or controlled by the **CITY** associated with and necessary to facilitate the **PROJECT**.
4. To maintain all newly re-established effluent lines, as referenced in this agreement, constructed by the **AUTHORITY** pursuant to the **PROJECT**.

B. The **AUTHORITY** agrees:

1. To complete the construction of the **PROJECT** in accordance with the **PROJECT** design plans as the same may be modified or changed as necessary for the proper construction, operation, and maintenance of the Turnpike as determined by the **AUTHORITY**.
2. To construct the **PROJECT** in accordance with the **CITY's** utility construction specification.
3. To cover 100% of the cost of engineering of the **PROJECT**.
4. To cover 100% of the cost of construction of the **PROJECT**.
5. To cover 100% of the cost for any pre-ordered materials for the **PROJECT**.
6. To secure all right of way needed for the **PROJECT**.

C. The Parties Agree:

1. The **AUTHORITY** shall administer and inspect all work performed by the contractor and will provide such engineering, inspection, and testing services as may be required to ensure that the construction is accomplished in accordance with the **PROJECT DESIGN PLANS**.
2. The **AUTHORITY** and the **CITY** agree that the split participation for the **PROJECT**, is as estimated in Table A.

<b>TABLE A</b>			
	<b>AUTHORITY</b>	<b>CITY</b>	<b>TOTAL</b>
Engineering Cost	\$1,968,000.00	\$0.00	\$1,968,000.00
Utility Right-of-Way	\$21,900,000.00	\$0.00	\$21,900,000.00
Effluent lines Construction	\$23,504,635.00	\$0.00	\$23,504,635.00
Material Cost	\$ 8,475,610.00	\$0.00	\$ 8,475,610.00
<b>TOTAL COST</b>	<b>\$ 55,848,245.00</b>	<b>\$ 0.00</b>	<b>\$ 55,848,245.00</b>

3. It is jointly understood and agreed by the **CITY** and the **AUTHORITY** that the funding amounts above are estimates and may be altered due to invoices, bid prices and other costs incurred. The **AUTHORITY** agrees to submit funding to the **CITY** upon notice of amount due based on the estimated cost in the Table "A" above within 45 days of receipt of invoice.
4. After completion of all the work, the **CITY** shall be afforded an opportunity to attend the final inspection of the **PROJECT**.
5. Upon completion of work and final acceptance by the **AUTHORITY**, the completed **PROJECT** improvements the **PROJECT** will be owned by the **CITY** and all maintenance responsibilities will be in accordance with Oklahoma law as reflected in this agreement. All rights-of-way for the **PROJECT** that is determined by the **AUTHORITY** to be surplus to the operation and maintenance of its Turnpike facilities will be conveyed to the **CITY** in compliance with the **AUTHORITY's** real property disposal policies.
6. The estimated funding amounts above may be altered due to invoices, bid prices and other costs incurred based on the final audit.
7. This Agreement shall be effective upon provision of a completely executed copy to each of the parties and shall remain in full force and effect until jointly agreed to terminate by **AUTHORITY** and **CITY**, provided this Agreement may not be terminated once the **PROJECT** construction contract is awarded by the **AUTHORITY**. It is understood this Agreement does not change the rights of the **AUTHORITY** and the **CITY** as they exist in accordance with present State law, including the application of Section 1722 to any future removal or relocation of the **CITY's** facilities as necessitated by the **AUTHORITY's** turnpike projects.
8. Any future maintenance or relocation work, impacting the **AUTHORITY's** rights-of-way, must be approved at least one week in advance with the **AUTHORITY's** Director of Maintenance.
9. The Parties agree that the **AUTHORITY** has the right to cancel this Agreement at any time prior to the beginning of the adjustment of the **CITY's** facilities.
10. The **AUTHORITY** and the **CITY** are both governmental entities subject to the provisions of and afforded protections under the Governmental Tort Claims Act, 51O.S. §§ 151 et



seq. Neither the **AUTHORITY** nor the **CITY** shall be liable for the acts or omissions of the other party or for failure to inspect or supervise the performance of the other Party. Each party shall be responsible for negligent acts of its own employees acting within the scope of their employment. Notwithstanding anything herein to the contrary, neither **CITY** nor **AUTHORITY** waive any rights or privileges in its favor under the laws of Oklahoma for political subdivisions, political subdivisions liability, instrumentalities of the state and the Governmental Tort Claims Act

11. This Agreement is intended to conform to the requirements of the Constitution and Laws of the State of Oklahoma and in particular to the provisions of Title 69 of the Oklahoma Statutes. Any provision contained herein which is contrary to the Constitution and Laws of the State of Oklahoma shall be void and unenforceable. Venue for any action brought for the enforcement of this Agreement shall be in the District Court of Oklahoma County.
12. In connection with the **PROJECT**, this Agreement incorporates and reduces to writing all prior understandings, promises, agreements, commitments, covenants, or conditions, and constitutes the full and complete understanding and contractual relationship of the Parties.
13. No changes, revisions or amendments to this Agreement, or alterations in the manner, scope, or type of work contemplated herein shall be effective unless reduced to writing and executed by the Parties with same formalities as are observed in the execution of this Agreement.
14. This Agreement may be executed in counterparts, each of which shall be deemed an original document, but all of which will constitute a single document. This document will not be binding on or constitute evidence of a contract between the Parties until all have executed and delivered this document.

IN WITNESS WHEREOF, the Parties hereto set their hand and seal on the date first written above.

**FOR THE CITY:**

CITY OF Moore

ATTEST:

\_\_\_\_\_  
CITY Clerk

\_\_\_\_\_  
Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
General Counsel

**FOR THE AUTHORITY:**

OKLAHOMA TURNPIKE AUTHORITY



Todd Gore, Director of Right-of-Way & Utilities

APPROVED AS TO FORM:



OTA General Counsel

## Survey Services Amendment No. 1

It has been the objective / goal of the OTA & the City of Moore to complete the relocation of Moore Effluent Force Main no later than June 2027.

Survey Services :EXHIBIT B” in the Engineering Contract with Eagle Consultants, Inc is increased from a Lump Sum Fee of \$145,700 to \$159,050, an increase of \$13,350. Survey services scope was prepared in December 2024, and the increase reflects the actual costs due to:

1. OTA provided roadway survey information lacking information in three areas for timely design completion of the Moore Effluent Force Main. Additional survey field work was done at the following locations:
  - a. West of Pennsylvania Avenue to the cascade discharge.
  - b. Between the Moore WWTP & East of Interstate 35 ROW.
  - c. Large pond area east of Western Avenue.
  
2. OTA alignment changes affecting approximately 30 drawing sheets: Thirty-Five percent (35%) plans were completed and shared with stakeholders on June 5, 2025. Subsequently over two miles of the alignment (about 50% OR over 24,000 LF of Pipe) was changed by the OTA after this date. The first major change was shared by OTA on July 29, 2025. Next update / change was shared by OTA on August 29, 2025. More than sixty percent of the drawings were completed by this time. Additional survey time and effort is needed to incorporate these major alignment changes affecting approximately thirty (30) plan sheets.

Attached Survey Services Amendment replaces EXHIBIT B – Survey Services.

**EXHIBIT “B”**

**LUMP SUM FEE REQUEST**

**SURVEY FIELD SERVICES**

**CONTRACT AMENDMENT # 1 – REPLACES SURVEY PAYMENT SECTION ONLY**

**SURVEY SERVICES            \$159,050.00            LSUM**

Amended Survey Services described herein will be provided in total for a Lump Sum fee of \$159,050. Services will be billed monthly as a percentage complete for each task line item below.

- Professional & Administrative Support **\$12,300**  
Coordination, oversight, meetings, management, billings, etc.
  
- Project Survey Control – will be performed & established by OTA. **\$2,700**  
Receive & review horizontal & vertical project control/benchmark information.  
Field verification & random QA/QC checks.  
Bake the information into Moore EFM project data set(s).
  
- Surveyor Section Work – will be performed & established by OTA. **\$3,200**  
Receive & review section corner & section line survey information.  
Field verification & random QA/QC checks.  
Bake the information into Moore EFM project data set(s).
  
- Land Parcel & Highway R/W Research & Location – most will be performed & established by OTA Consultants. **\$11,100**  
Receive & review parcel & r/w documents and established positioning.  
Field verification & random QA/QC checks.  
Bake the information into Moore EFM project data set(s).
  
- Pipeline Alignment / Route Selection **\$10,200**  
Receive & review OTA plans.  
Calculate alignment geometry. As OTA centerline and access road alignments are modified (not to exceed an August 30, 2025, date), services include recalculating effluent pipeline alignment and modifying effluent pipeline plans accordingly.  
Primary modifications to the effluent pipeline alignment will include:
  - West of Pennsylvania Avenue – move cascade site from position south of Indian Hills to a new position north of Indian Hills.
  - Between Western Ave and I-34 (±2.3 miles) – shift the effluent pipeline alignment south due to the north OTA right-of-way line shifting south.  
Stake alignment for field review.
  
- Topographic Survey – supplement survey by others & “offline” route. **\$23,600**  
Receive & review topo survey by others. The survey information will be received from others piecemealed over an extended period that will result in multiple processing events by Surveyor. As files received are determined to be unusable by Surveyor, requests will be made for reformatted files.  
Field proof / field edit.  
Extensive supplemental field survey to be performed includes:
  - 100% field topographic survey west of Pennsylvania Ave.
  - 100% field topographic survey along the alignment between the east I-35 right-of-way and the Moore WWTP pump building.

- As there are major effluent pipeline alignment modifications, conduct additional field survey collection and additional office processing/modeling.
  - Pursue appropriate property(s) access protocol west of Pennsylvania Ave.
  - Engage SUE company to relocate and re-mark pipeline locations not correctly depicted on OTA provided surveys.
- Reduce, process, and bake the information into Moore EFM project data sets.

- Plans Setup & Support **\$50,000**  
 Coordinate with Engineers.  
 Technical setup of sheets & design tools.  
 Prepare the initial "shell" drawing set layout.  
 Ongoing coordination with the Engineer through to finalized plan set.  
 As a result of ongoing alignment modifications, multiple plan drawing updates will be performed. In the late stages of plan finalization, the drawings will be updated to include late coming OTA design grades.
- Easement Acquisition Document preparation Support **\$3,750**  
 Fee reflects Surveyor effort incurred prior to the OTA reassignment
- Construction Staking Services – as directed by the City and Engineer **\$38,400**  
 One-time staking for pipe, bores, & appurtenances on 50' centers

**Total = \$155,250**

Relocation of OG&E valve box, and connect 18-inch pipe to existing OG&E line

- For field topo and construction layout **\$3,800**
- ROW, easement, or parcel line work. To be negotiated as needed

**Survey Total = \$159,050**

IN WITNESS WHEREOF, the parties hereto have executed this Amendment # 1 to the Engineering Services Agreement the day and year first above written.

On Behalf of ENGINEER:

(FOR CORPORATIONS ONLY)

Eagle Consultants, Inc.,  
Name of Corporation

By \_\_\_\_\_  
Title President

ATTEST:

\_\_\_\_\_  
Title \_\_\_\_\_  
(AFFIX SEAL)

(FOR PARTNERSHIPS AND PROPRIETORSHIPS)

\_\_\_\_\_  
Name of Partnership or Proprietorship

By \_\_\_\_\_

Title \_\_\_\_\_

COUNTY OF CLEVELAND }  
STATE OF OKLAHOMA }

Before me the undersigned, a Notary Public in and for said state, on this \_\_\_\_\_ day of \_\_\_\_\_, 2024, personally appeared \_\_\_\_\_, a member of the partnership/proprietorship \_\_\_\_\_ to me known to be the identical person who executed the within and foregoing instrument on behalf of said partnership/proprietorship and acknowledged to me that \_\_\_\_\_ (he/she) executed the same as \_\_\_\_\_ (his/her) free and voluntary act and deed, and for the free and voluntary act and deed of said partnership/proprietorship, for the uses and purposes therein set forth.

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_

CITY OF MOORE, OKLAHOMA  
A Municipal Corporation

\_\_\_\_\_  
Mark Hamm, MAYOR

ATTEST:

\_\_\_\_\_  
Vanessa Kemp, CITY CLERK

APPROVED as to form and legality on behalf of the City of Moore, Oklahoma, this \_\_\_\_\_ day of September 2025.

\_\_\_\_\_  
Brian Miller, CITY ATTORNEY



CLAIMS FOR RATIFICATION

MOORE PUBLIC WORKS AUTHORITY

COUNCIL MEETING SEPTEMBER 15, 2025

Moore City Council  
M.P.W.A. 2025-2026  
Vendor & Employee Claims

# Moore, OK Purchase Order Claim Register



Fund: 02 - Risk Management

Check Run : 082825

Department: 025 - Risk Management

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260116	324	BARBARA ARNETT	MEDICARE OPT-OUT REIMBURSEMENT	8/5/2025	123660	300.00
		02010250 - 52725 -	Medicare Reimbursement			
260164	270	SAMMY FLATT	MEDICARE OPT-OUT REIMBURSEMENT	7/28/2025	123662	300.00
		02010250 - 52725 -	Medicare Reimbursement			
260130	180	KEN FRASER	MEDICARE OPT-OUT REIMBURSEMENT	8/16/2025	123663	300.00
		02010250 - 52725 -	Medicare Reimbursement			
260112	168	KEN PONTIUS	MEDICARE OPT-OUT REIMBURSEMENT	8/4/2025	123664	233.90
		02010250 - 52725 -	Medicare Reimbursement			
260126	2999	TIPPY W. PIERCE	MEDICARE OPT-OUT REIMBURSEMENT	8/19/2025	123665	300.00
		02010250 - 52725 -	Medicare Reimbursement			
260139	1990	LYNDELL MITCHELL	MEDICARE OPT-OUT REIMBURSEMENT	7/2/2025	123673	556.12
		02010250 - 52725 -	Medicare Reimbursement			
250226	1990	LYNDELL MITCHELL	MEDICARE OPT-OUT REIMBURSEMENT 2024-2025	6/3/2025	123674	278.06
		02010250 - 52725 -	Medicare Reimbursement			
260119	530	SIMPSON, DENISE	MEDICARE OPT-OUT REIMBURSEMENT	8/1/2025	123796	300.00
		02010250 - 52725 -	Medicare Reimbursement			
260120	534	RONNIE WARLICK	MEDICARE OPT-OUT REIMBURSEMENT	8/26/2025	123797	243.53
		02010250 - 52725 -	Medicare Reimbursement			
260085	3096	CLASSEN URGENT CARE CLINIC LLC	ON-SITE EMPLOYEE HEALTH CLINIC & FLU SHOTS	8/1/2025	123798	3,294.87
		02010250 - 52710 -	Health Claims			
<b>Department Total :</b>						<b>6,106.48</b>
<b>Fund Total :</b>						<b>6,106.48</b>

# Moore, OK Purchase Order Claim Register



Fund: 05 - Moore Public Works Authority

Check Run : 082825

Department: 035 - General Government

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/12/2025	123442	295.77
		05010350 - 52100 -	Electricity			
260576	1727	OKLAHOMA NATURAL GAS	ONG PUBLIC WORKS AUTHORITY COMBINED	8/22/2025	123847	364.79
		05010350 - 52105 -	Natural Gas			
261053	3570	THE WATERMAN GROUP LLC	WATER RIGHTS	7/1/2025	123848	7,142.20
		05010350 - 52425 -	Water Rights			
<b>Department Total :</b>						<b>7,802.76</b>

Department: 066 - Sanitation

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260427	726	EUREKA WATER COMPANY	DRINKING WATER FOR SANITATION	8/8/2025	123175	7.95
		05040660 - 52355 -	Contract Services			
260280	4015	EXPRESS SERVICES INC	Express Employment for Temporary Labor	8/19/2025	123622	657.92
		05040660 - 52350 -	Temporary Labor			
260280	4015	EXPRESS SERVICES INC	Express Employment for Temporary Labor	8/26/2025	123794	627.08
		05040660 - 52350 -	Temporary Labor			
<b>Department Total :</b>						<b>1,292.95</b>
<b>Fund Total :</b>						<b>9,095.71</b>

CLAIMS FOR RATIFICATION  
MOORE PUBLIC WORKS AUTHORITY  
COUNCIL MEETING SEPTEMBER 15, 2025

Moore City Council  
M.P.W.A. 2025-2026  
Vendor & Employee Claims

# Moore, OK Purchase Order Claim Register



Fund: 02 - Risk Management

Check Run : 090425

Department: 025 - Risk Management

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260127	3449	YOUR HEALTH LLC	INCUMBENT/PRE-EMPLOYMENT FIRE PHYSICALS	8/11/2025	123112	1,050.00
		02010250 - 52645 -	Physicals, Drug Testing, Etc.			
260127	3449	YOUR HEALTH LLC	INCUMBENT/PRE-EMPLOYMENT FIRE-POLICE PHYSICALS	8/11/2025	123118	550.00
		02010250 - 52645 -	Physicals, Drug Testing, Etc.			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	28.29
		02010250 - 51075 -	Fuel			
260078	990	JOHN BARNETT	MEDICARE OPT-OUT REIMBURSEMENT	9/1/2025	124007	300.00
		02010250 - 52725 -	Medicare Reimbursement			
260145	493	ALMA BUMGARNER	MEDICARE OPT-OUT REIMBURSEMENT	8/5/2025	124008	300.00
		02010250 - 52725 -	Medicare Reimbursement			
250218	2967	GALEN SHORES	MEDICARE OPT-OUT REIMBURSEMENT 2024-2025	1/1/2025	124009	1,782.20
		02010250 - 52725 -	Medicare Reimbursement			
261123	103	OKLAHOMA GAS & ELECTRIC	Repair to Lightpole W/O 6935994	8/15/2025	124089	8,273.91
		02010250 - 52361 -	Repairs from Insurance Proceed			

**Department Total : 12,284.40**

**Fund Total : 12,284.40**

# Moore, OK Purchase Order Claim Register



Fund: 05 - Moore Public Works Authority

Check Run : 090425

Department: 035 - General Government

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260154	4233	DPM GROUP, LLC	Printing & Mailing of Water Bill - Estimated	8/12/2025	123190	709.86
		05010350 - 52000 -	Printing & Publications			
260154	4233	DPM GROUP, LLC	Printing & Mailing of Water Bill - Estimated	8/13/2025	123293	582.92
		05010350 - 52000 -	Printing & Publications			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/18/2025	123749	348.51
		05010350 - 52100 -	Electricity			
260017	666	BANK OF OKLAHOMA	LOAN -FAP-19-0003-L	9/1/2025	123963	66,570.48
		05010350 - 54512 -	Debt Service - 2019 OWRB			
260016	666	BANK OF OKLAHOMA	ORF-08-0002-CW	9/1/2025	123964	13,177.91
		05010350 - 54500 -	Debt Service - 2009 OWRB			
260015	666	BANK OF OKLAHOMA	ORF-08-0002-CWA	9/1/2025	123965	228,966.29
		05010350 - 54505 -	Debt Service - OWRB \$42M Loan			
260014	666	BANK OF OKLAHOMA	ORF-10-0012-CW	9/1/2025	123966	35,002.58
		05010350 - 54510 -	Debt Service - OWRB \$6M Loan			
260348	103	OKLAHOMA GAS & ELECTRIC	ELECTRICITY	8/22/2025	123969	110.51
		05010350 - 52100 -	Electricity			

**Department Total : 345,469.06**

Department: 066 - Sanitation

P.O. #	Vendor #	Name	Summary Description	Date	Invoice	Amount
260727	4364	JONES SERVICES LLC	Truck Washing approved agenda item 10, 8/4/25	8/14/2025	123282	540.00
		05040660 - 52355 -	Contract Services			
260714	387	GELLCO CLOTHING & SHOES	Safety footwear for Stacey Wright	8/13/2025	123360	135.96
		05040660 - 52355 -	Contract Services			
260705	1872	WRIGHT EXPRESS FSC	FY 26 CITY WIDE FUEL USAGE	9/1/2025	123948	916.78
		05040660 - 51075 -	Fuel			
260280	4015	EXPRESS SERVICES INC	Express Employment for Temporary Labor	9/3/2025	124070	657.92
		05040660 - 52350 -	Temporary Labor			
260727	4364	JONES SERVICES LLC	Truck Washing approved agenda item 10, 8/4/25	9/3/2025	124076	540.00
		05040660 - 52355 -	Contract Services			

**Department Total : 2,790.66**

**Fund Total : 348,259.72**



# City of Moore Oklahoma

Public Works | 512 NW 27th ST, Moore, OK 73160 | (405) 793-5070 | [www.cityofmoore.com](http://www.cityofmoore.com)

DATE: 09/1/2025  
SUBJECT: Agenda Item Request for Polycart Purchase  
FROM: Jesse Villarreal, Sanitation Superintendent  
Thru: Dennis Bothell, Public Works Director. *DB*  
To: Rhonda Baxtor, Executive Assistant.

Consider authorizing the purchase of two (2) truckloads of carts totaling 1404 carts from Rehrig Pacific Company Container Group at a total cost of \$76,412.00.

See Enclosures as attached quotes:

Enclosure 1: Rehrig Pacific Company.

Enclosure 2: Sierra Container Group.

Enclosure 3: Totor.

The division is recommending Rehrig as the lowest bid.

Rehrig meets all City required specifications at \$54.42 per unit delivered.

Sierra Polycart is \$58.67 per unit delivered.

Totor Polycart is \$55.17 per unit delivered.





# City of Moore Oklahoma

Public Works | 512 NW 27th ST, Moore, OK 73160 | (405) 793-5070 | [www.cityofmoore.com](http://www.cityofmoore.com)

DATE: 09/1/2025  
SUBJECT: Agenda Item Request for Polycart Purchase  
FROM: Jesse Villarreal, Sanitation Superintendent  
Thru: Dennis Bothell, Public Works Director. *DB*  
To: Rhonda Baxtor, Executive Assistant.

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Sierra Polycart is \$58.67 per unit delivered.

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**Order Acknowledgement**

Order #: 1084322 SO  
 Date: 8/13/2025

**Sold To:** 207974  
**Customer Name:** CITY OF MOORE  
**Billing Address:** 512 NW 27TH ST  
 MOORE OK 73160-3210  
  
**Phone:** 405 793-5070    **Email Inv to:** jvillarreal@cityofmoore.com  
**Attn:** JESSIE VILLARREAL

**Freight Terms:** AGREED BILLABLE BY TRUCKLOAD  
  
**Purchase Order #:** FORTHCOMING  
  
**Payment Terms :** Net 30 Days  
  
**Special Instructions:**

**Ship To:** 207974  
**Company Name:** CITY OF MOORE  
**Shipping Address:** JESSIE VILLARREAL  
 512 NW 27TH ST  
 MOORE OK 73160-3210  
  
**Phone:** 405 793-5070  
**Attn:** JESSIE VILLARREAL

Quantity	Cust. SKU	Prefix	Prom Delivery	Part #	Description	Unit Price	Total
702		9GM	9/19/25	523514	95G EG GARBAGE ROC BLACK	53.0000	37,206.00
702		9GM	9/19/25	523514	95G EG GARBAGE ROC BLACK	53.0000	37,206.00

This acknowledgement confirms that your order has been received and processed. Delivery Dates and freight rates are estimated and subject to change. Please notify of any changes to avoid a restocking fee.

<b>Sub Total:</b>	74,412.00
<b>Freight:</b>	2,000.00
<b>Tax:</b>	
<b>Total: USD</b>	76,412.00

**Rehrig will invoice Buyer for sales tax unless Buyer has provided Rehrig with a proper tax exemption certificate prior to shipment. Rehrig will not retroactively credit tax once orders are shipped. Any certificates received after shipment will be applied to future orders only.**

Thank you for your partnership

RPC ATLANTA., 1000 RACO CT , LAWRENCEVIL

**ITEM SPECIFIC FORM**




**ITEM #: 523514**

Product Family: <b>Roll Out Carts</b> Pallet Label: Size/Quantity: <b>95G</b> Surface Finish: Product/Style: <b>EG Garbage</b> Primary Color: <b>ROC Black</b> Required Regrind Type: Required Regrind Percent:  Subcomponent: <b>236523</b> Primary Tech: <b>RFID UHF</b> Special Instructions: <b>100% VIRGIN MATERIAL REQUIRED</b>	<b>Components</b> Grab Bar/Reinforcement: <b>MCB</b> Axle: <b>95 Gal Snap on Axle 22.625"</b> Wheel: <b>10" BMSO - 1.4" Spacer</b>
---	---

13 Eaches per stack 2 Stacks per layer Pallets per Unit Load Trays per Unit Load Lids Closed:NO Bags:NO	Pallet/Packaging: <b>Floor Loaded</b> 26 Eaches per Unit Load Slipsheet/Type of Tray: Stretch Wrap: None Banding:
--	--

Decoration Name/Identifier: 634661 Decoration Description: CITY OF MOORE Location: Side 2 & 4 - Standard Type: HS (Hot Stamp) Rotation: Color: White Proof Hyperlink: Special Instructions:	<p><b>CITY OF MOORE</b>  <b>405-793-5070</b>  <a href="http://www.cityofmoore.com">www.cityofmoore.com</a></p>
--	--

<b>SUB-COMPONENT</b>			<b>PARENT #: 523514</b> <b>ITEM: 236523</b>
<b>Product Family: Roll Out Carts</b> <b>Size/Quantity: 95G</b> <b>Product/Style: Lid</b> <b>Primary Color: ROC Black</b> <b>Sub-Component Color:</b> <b>Subcomponent: 236523 - 95GLIDNO BRANDROC BLACK</b> <b>Primary Tech:</b> <b>Special Instructions:</b>		<b>Pallet Label:</b> <b>Surface Finish:</b>	<b>Components</b>
<b>Decoration Name/Identifier:</b> <b>Decoration Description: NO BRAND</b> <b>Location: Side 5 - Standard</b> <b>Type:</b> <b>Rotation:</b> <b>Color:</b> <b>Proof Hyperlink:</b> <b>Special Instructions:</b>			



# QUOTE

CONFIDENTIAL INFORMATION

Sierra Container Group	QUOTE #	S08132573160
6160 SW Highway 200 Suite 110	CREATED DATE	8/13/25
Ocala, FL 34476	EXPIRATION DATE	9/12/25
Office: (626) 262-4963	LEAD TIME	6 - 8 Weeks

<b>BILL TO</b>	<b>SHIP TO:</b>
City of Moore, OK TBD 512 NW 27th St. Moore, OK 73160	City of Moore, OK Attn: Jesse Villarreal 512 NW 27th St. Moore, OK 73160 713-459-8780 <a href="mailto:Jvillarreal@cityofmoore.com">Jvillarreal@cityofmoore.com</a>

**Sales Contact**

Name:	Andrew Moore
Email:	<a href="mailto:Andrew@Sierracontainer.com">Andrew@Sierracontainer.com</a>
Phone:	706-373-1897

Product Description	Quantity	Price	Line Total
<b>95 Gallon Sierra Roll Out Cart</b>	<b>1,404</b>	\$56.25	\$78,975.00
Wheels	10" Plastic Quick Release - 3/4" Axle	\$0.00	\$0.00
Type	Garbage	\$0.00	\$0.00
Body Color	BLACK - 7C-701320-ST	\$0.00	\$0.00
Lid Color	BLACK - 7C-701320-ST	\$0.00	\$0.00
Brand Plate Charge	No	\$0.00	\$0.00
Body Brand	Both Sides Same - White	\$0.00	\$0.00
Lid Brand	None	\$0.00	\$0.00
Lid Assembly	Lids Assembled	\$0.00	\$0.00
Serial # Bar Code	Matching Barcode/Serial # Laser Engraved	\$0.00	\$0.00
A&D	N/A	\$0.00	\$0.00
Warranty	Standard 10 Year Warranty	\$0.00	\$0.00
<b>Subtotal:</b>			\$78,975.00
<b>Freight: (F.O.B. Shipping Point)</b>		2	\$1,700.00
<b>Sales Tax: <u>Not Included- To be Paid by Customer</u></b>			\$0.00
<b>Total:</b>			<b>\$82,375.00</b>

**General Notes**

General Terms and Conditions

- This quotation includes CONFIDENTIAL INFORMATION and is not to be shared with anyone except the recipient addressed above.
- This quotation does NOT include any applicable sales tax.
- Any applicable sales tax will be added to your final invoice.
- Pricing is valid for 30 days from receipt, assuming order details are unchanged.
- Our pricing is based on the order details outlined in this quotation, including product specifications, options, production volumes and estimated time of delivery. If any of these items change, then a change in the prices quoted may be applicable at time of order.
- Freight is an estimate based on the rates provided at time of quote, actual freight cost at the time of shipment will be billed and may be different than the estimates provided.



be billed and may be different than the estimates provided.

- F.O.B. Shipping Point

- Customer deliveries need to be unloaded within 2 hours of delivery appointment set by the customer to avoid any potential detention charges.

- Payment Terms: Net 30 Days

Accepted By: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Purchase Order #: \_\_\_\_\_

THANK YOU FOR THE OPPORTUNITY TO EARN YOUR BUSINESS!



1661 Frontera Rd, Del Rio, TX, 78840  
 PHONE: 800-424-0422 FAX: 833-930-1124  
 WQ-10356519

**Sell To:**

Contact Name	Jesse Villarreal	Ship To Name	City of Moore
Bill To Name	City of Moore	Ship To	512 NW 27th St Moore, OK 73160 USA
Bill To	512 NW 27th St Moore, OK 73160 USA	Quick Ship	<input type="checkbox"/>
Email	jvillarreal@cityofmoore.com		
Phone	(405) 793-5000		
Mobile	(713) 459-8780		

**Quote Information**

Salesperson	Colt Walker	Expiration Date	8/28/2025
Salesperson Email	<a href="mailto:cwalker@wastequip.com">cwalker@wastequip.com</a>	Quote Number	WQ-10356519

Please Reference Quote Number on all Purchase Orders

Product	Product Description	Selected Option	Quantity	Sales Price	Total Price
**Plastics - 80595	Model 80595 - 95 Gallon Toter Universal	---Body Color - (209) Blackstone ---Lid Color - (200) Black ---Body Hot Stamp on Both Sides (Existing) in White ---Wheels - 10in Sunburst ---Toter Serial Number Hot Stamped on Front of Cart Body in White ---2/3 Assembled with Lid (down), Stop Bar and Axle Factory Installed ---Warranty - 12 Yrs Cart Body, All other components 10 Yrs	1,404.00	\$52.00	\$73,008.00

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$73,008.00
Shipping Terms	FOB Origin	Shipping	\$4,456.00
		Tax	\$0.00
		Grand Total	\$77,464.00

**Additional Information**

**Additional Terms** Our Quote serves as an offer to provide Products and/or services at the quantities and prices shown and is a good faith estimate, based on our understanding of your needs. By signing below, you indicate your acceptance of our offer which is expressly subject to the Wastequip Terms & Conditions of Sale ("Wastequip's Terms") located at: <https://www.wastequip.com/terms-conditions-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. Wastequip's Terms may be updated from time to time and are available by hard copy upon request. Any changes or deviations to the terms of this Quote, including any different terms in an Order submitted by you, must be agreed upon in writing by both parties.

**Additional Information** Pricing is based on your acceptance prior to the expiration of this Quote, including product specifications, quantities, and timing. Any differences to your Order may result in different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated,





1661 Frontera Rd, Del Rio, TX, 78840  
PHONE: 800-424-0422 FAX: 833-930-1124  
WQ-10356519

materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variation and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change. Pursuant to California Section 26275 of the Health and Safety Code, certain trash receptacles and storage containers must be marked with reflectors. Customers must disclose if such receptacles and containers are intended for use in California – if not disclosed, the receptacles and containers are not intended for use in California.

Signatures

Accepted By: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Purchase Order: \_\_\_\_\_

**Please Reference Quote Number on all Purchase Orders**

**RISK MANAGEMENT PROGRAM CLAIMS AND EXPENSES FOR  
SEPTEMBER 15, 2025**

<u>Description</u>	<u>Amount</u>
Health Claims	220,117.89
Workers' Compensation Claims	12,747.70
General Liability Claims	136.91
<b>Total</b>	<b>\$233,002.50</b>

**Check Register From History**

City of Moore

(70009)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/EFT	Check Date	Type Expenses	CVG TYPE	EMP/DEP	Over Spec	Check Amount	Claim Number	Payee	
00735445	C	8/27/2025	Expense	EX22	EMP		\$2,090.00	2025-227001405-0000	TELADOC INC	
00735446	C	8/27/2025	Expense	EX22	EMP		\$15.15	2025-227001339-0000	ELIXIR RX SOLUTIONS, LLC	
00735447	C	8/27/2025	Drug	DRUG	EMP		\$69,754.81	2025-227001341-0000	ELIXIR RX SOLUTIONS, LLC	
00735448	C	8/27/2025	Expense	EX22	EMP		\$8.95	2025-227001342-0000	ELIXIR RX SOLUTIONS, LLC	
00735449	C	8/27/2025	Expense	EX22	EMP		\$750.00	2025-227001343-0000	ELIXIR RX SOLUTIONS, LLC	
5 Checks Paid: \$72,618.91							Electronic Payments: \$0.00		0 Total Adjustments: \$0.00	
5 Payments: \$72,618.91										
Reserve Income:			\$0.00							

**Check Register From History**

City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735450	C	8/27/2025	Medical	DXL2	EMP		\$225.49	2025-225001084-0000	WOMENS HEALTHCARE OF
00735451	C	8/27/2025	Medical	SPEC	EMP		\$76.50	2025-225001393-0000	MEDICAL RESOURCE
00735452	C	8/27/2025	Medical	ERHS	EMP		\$2,499.00	2025-225000282-0000	NORMAN REGIONAL
00735453	C	8/27/2025	Misc	HCS	EMP		\$145.00	2025-225002930-0000	HEALTH CHECK SCREENING
00735454	C	8/27/2025	Medical	0027	EMP		\$75.66	2025-227000715-0000	NRHS RADIOLOGY
00735455	C	8/27/2025	Medical	0080	DEP		\$6.75	2025-225000893-0000	OKLAHOMA ALLERGY AND
00735456	C	8/27/2025	Medical	0153	EMP		\$99.00	2025-225001615-0000	IMMEDIATE CARE OF
00735457	C	8/27/2025	Medical	0010	DEP		\$382.78	2025-226000827-0000	OU HEALTH PARTNERS
00735458	C	8/27/2025	Medical	0035	EMP		\$73.41	2025-227000585-0000	OHH PHYSICIANS LLC
00735459	C	8/27/2025	Medical	0066	DEP		\$1,369.80	2025-225000244-0000	OU MEDICINE INC
00735460	C	8/27/2025	Medical	SPEC	DEP		\$57.01	2025-225001172-0000	SOUTHWESTERN
00735461	C	8/27/2025	Medical	0215	DEP		\$71.48	2025-225000898-0000	OKLAHOMA ALLERGY AND
00735462	C	8/27/2025	Medical	SPEC	EMP		\$69.93	2025-225001342-0000	ZEIDERS ORTHOPEDICS PLLC
00735463	C	8/27/2025	Misc	HCS	EMP		\$599.00	2025-225002972-0000	HEALTH CHECK SCREENING
00735464	C	8/27/2025	Medical	WELL	EMP		\$42.39	2025-227000451-0000	DIAGNOSTIC LABORATORY
00735465	C	8/27/2025	Medical	0017	EMP		\$70.00	2025-190000640-0000	ACCIDENT & TRAUMA
00735466	C	8/27/2025	Medical	0010	EMP		\$46.74	2025-230002599-0000	DR BRIAN E THATCHER
00735467	C	8/27/2025	Misc	HCS	DEP		\$165.00	2025-225002973-0000	HEALTH CHECK SCREENING
00735468	C	8/27/2025	Misc	DIRC	DEP		\$440.00	2025-231000863-0000	Atlas Billing Company
00735469	C	8/27/2025	Medical	0010	EMP		\$46.74	2025-227000614-0000	THE PHYSICIANS GROUP LLC
00735470	C	8/27/2025	M/N	0020	EMP		\$71.81	2025-227000758-0000	EARL COWDREY
00735471	C	8/27/2025	Misc	DIRC	EMP		\$275.00	2025-227001403-0000	Atlas Billing Company
00735472	C	8/27/2025	Medical	0080	DEP		\$7.79	2025-225000896-0000	OKLAHOMA ALLERGY AND
00735473	C	8/27/2025	Medical	0010	EMP		\$34.38	2025-225001363-0000	CLASSEN FAMILY PRACTICE
00735474	C	8/27/2025	Medical	0016	EMP		\$141.00	2025-225001430-0000	OKLAHOMA PROTON CENTER
00735475	C	8/27/2025	Medical	0016	EMP		\$152.64	2025-225001432-0000	OKLAHOMA PROTON CENTER
00735476	C	8/27/2025	Medical	0016	EMP		\$1,390.55	2025-225001434-0000	OKLAHOMA PROTON CENTER
00735477	C	8/27/2025	Medical	DXL3	EMP		\$1,251.50	2025-227000607-0000	OKLAHOMA PROTON CENTER
00735478	C	8/27/2025	Medical	0016	EMP		\$1,483.26	2025-227000635-0000	OKLAHOMA PROTON CENTER
00735479	C	8/27/2025	Medical	DXL3	EMP		\$1,251.50	2025-227000771-0000	OKLAHOMA PROTON CENTER
00735480	C	8/27/2025	Medical	0004	EMP		\$11.46	2025-231000167-0000	NORMAN REGIONAL

**Check Register From History**

Run: 8/28/2025 10:48 AM

Oper No: 51

Page: 3

City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735481	C	8/27/2025	Medical	0010	DEP		\$46.74	2025-225001392-0000	PRIMARY CARE SOUTH OKC
00735482	C	8/27/2025	Medical	0004	DEP		\$68.58	2025-182000427-0000	OKLAHOMA HCA
00735483	C	8/27/2025	Medical	OT	DEP		\$26.06	2025-182001341-0000	OKLAHOMA HCA
00735484	C	8/27/2025	Medical	OT	DEP		\$26.06	2025-182001349-0000	OKLAHOMA HCA
00735485	C	8/27/2025	Medical	0333	DEP		\$79.86	2025-225001082-0000	LINCARE INC
00735486	C	8/27/2025	Medical	0010	DEP		\$35.76	2025-225001420-0000	DONNA COSBY
00735487	C	8/27/2025	Medical	OT	DEP		\$58.50	2025-230002188-0000	OPTC COMPLETE REHAB, LLC
00735488	C	8/27/2025	Medical	0076	DEP		\$36.00	2025-230002189-0000	OPTC COMPLETE REHAB, LLC
00735489	C	8/27/2025	Medical	SUR2	EMP		\$190.16	2025-225001518-0000	RETINA CONSULTANTS OF
00735490	C	8/27/2025	Medical	0177	DEP		\$143.04	2025-225001919-0000	DIAGNOSTIC LABORATORY
00735491	C	8/27/2025	M/N	0020	DEP		\$69.75	2025-226000411-0000	OU HEALTH PARTNERS
00735492	C	8/27/2025	Medical	0010	EMP		\$81.59	2025-227000569-0000	GI OF NORMAN
00735493	C	8/27/2025	Medical	SPEC	DEP		\$81.59	2025-227000579-0000	GI OF NORMAN
00735494	C	8/27/2025	Medical	0018	DEP		\$40.50	2025-227000641-0000	PROACTIVE CHIROPRACTIC
00735495	C	8/27/2025	Medical	SPEC	EMP		\$136.99	2025-227000580-0000	NORMAN UROLOGY
00735496	C	8/27/2025	Medical	WELL	DEP		\$42.39	2025-225001918-0000	DIAGNOSTIC LABORATORY
00735497	C	8/27/2025	Medical	0010	DEP		\$70.47	2025-225000874-0000	OKLAHOMA PAIN CENTER
00735498	C	8/27/2025	Medical	SPEC	EMP		\$123.21	2025-225000629-0000	NORMAN UROLOGY
00735499	C	8/27/2025	Medical	0035	EMP		\$613.20	2025-225000791-0000	THE SLEEP CLINIC
00735500	C	8/27/2025	Medical	SPEC	EMP		\$47.56	2025-230002517-0000	ORTHO CENTRAL
00735501	C	8/27/2025	Misc	HCS	EMP		\$1,198.00	2025-225002975-0000	HEALTH CHECK SCREENING
00735502	C	8/27/2025	Medical	WELL	DEP		\$7.35	2025-227000622-0000	WOMENS HEALTHCARE OF
00735503	C	8/27/2025	Medical	DXL2	DEP		\$87.77	2025-225000868-0000	NORMAN HEART AND
00735504	C	8/27/2025	Medical	SPEC	DEP		\$108.05	2025-225001394-0000	NORMAN HEART AND
00735505	C	8/27/2025	Medical	0010	EMP		\$63.66	2025-227000623-0000	CLASSEN FAMILY PRACTICE
00735506	C	8/27/2025	Medical	0080	DEP		\$7.79	2025-225000891-0000	OKLAHOMA ALLERGY AND
00735507	C	8/27/2025	Medical	0215	DEP		\$127.87	2025-225000892-0000	OKLAHOMA ALLERGY AND
00735508	C	8/27/2025	Medical	0068	DEP		\$119.09	2025-225001700-0000	AKY MD LLC DBA JUST KIDS
00735509	C	8/27/2025	Medical	DXL3	EMP		\$110.16	2025-212000262-0000	CORNERSTONE NUTRITION
00735510	C	8/27/2025	Medical	0039	DEP		\$146.67	2025-225000987-0000	MERCY CLINIC OKLAHOMA
00735511	C	8/27/2025	Medical	0012	DEP		\$6.73	2025-225000648-0000	NRHS RADIOLOGY

**Check Register From History**

City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735512	C	8/27/2025	Medical	SPEC	DEP		\$73.09	2025-225001336-0000	ORTHO CENTRAL
00735513	C	8/27/2025	Medical	LAB3	DEP		\$9.91	2025-225000931-0000	OKLAHOMA ARTHRITIS
00735514	C	8/27/2025	Medical	DXL3	DEP		\$1,938.48	2025-225000932-0000	OKLAHOMA ARTHRITIS
00735515	C	8/27/2025	Medical	WELL	EMP		\$9.90	2025-230002453-0000	LABORATORY CORPORATION
00735516	C	8/27/2025	Medical	0004	DEP		\$433.17	2025-225000156-0000	OKLAHOMA HEART HOSPITAL
00735517	C	8/27/2025	Medical	SPEC	DEP		\$146.97	2025-227000734-0000	DONALD P MAXWELL JR MD
00735518	C	8/27/2025	Medical	0010	DEP		\$295.02	2025-227000753-0000	ASPIRE HEALTHCARE
00735519	C	8/27/2025	Medical	0010	DEP		\$295.02	2025-227000754-0000	ASPIRE HEALTHCARE
00735520	C	8/27/2025	Medical	0013	DEP		\$226.39	2025-225001636-0000	PATHOLOGY CONSULTATION
00735521	C	8/27/2025	Medical	QPAP	EMP		\$292.11	2025-226000839-0000	EMERGENCY SERVICES OF
00735522	C	8/27/2025	Medical	0004	EMP		\$302.77	2025-226000103-0000	OKLAHOMA HEART HOSPITAL
00735523	C	8/27/2025	Medical	SPEC	EMP		\$79.24	2025-227000719-0000	OHH PHYSICIANS LLC
00735524	C	8/27/2025	Medical	SUR2	EMP		\$68.25	2025-225001334-0000	UROLOGY SPECIALISTS OF
00735525	C	8/27/2025	Medical	WELL	DEP		\$344.39	2025-227001561-0000	PHYSICIAN MANAGEMENT
00735526	C	8/27/2025	Medical	0010	DEP		\$17.12	2025-182001367-0000	OKLAHOMA HCA
00735527	C	8/27/2025	Medical	0153	DEP		\$56.23	2025-227000559-0000	QS PEDS MED LLC DBA CARE
00735528	C	8/27/2025	Medical	0010	EMP		\$6.59	2025-226000415-0000	OU HEALTH PARTNERS
00735529	C	8/27/2025	Medical	SPEC	DEP		\$50.48	2025-225001389-0000	HERITAGE HEALTH SERVICES
00735530	C	8/27/2025	Medical	0010	EMP		\$74.81	2025-225000985-0000	MERCY CLINIC OKLAHOMA
00735531	C	8/27/2025	Medical	0004	DEP		\$883.32	2025-225000167-0000	OKLAHOMA HEART HOSPITAL
00735532	C	8/27/2025	Medical	0017	EMP		\$1,692.03	2025-225000280-0000	NORMAN REGIONAL
00735533	C	8/27/2025	Medical	0004	DEP		\$22.48	2025-227000160-0000	OKLAHOMA HEART HOSPITAL
00735534	C	8/27/2025	Medical	SPEC	DEP		\$42.61	2025-225001153-0000	THOMAS D URICE MD LLC
00735535	C	8/27/2025	Medical	0047	DEP		\$1,403.49	2025-227000757-0000	THE PHYSICIANS GROUP LLC
00735536	C	8/27/2025	Medical	0010	EMP		\$42.61	2025-227000613-0000	YAOHAN LAM DERMATOLOGY
00735537	C	8/27/2025	Medical	LAB3	DEP		\$74.08	2025-225001364-0000	CLASSEN FAMILY PRACTICE
00735538	C	8/27/2025	Medical	0011	DEP		\$84.38	2025-227000630-0000	NORMAN REGIONAL
00735539	C	8/27/2025	Medical	0076	DEP		\$18.00	2025-225000686-0000	HORIZONS PEDIATRIC
00735540	C	8/27/2025	Medical	0039	EMP		\$133.28	2025-225000830-0000	PRIMARY CARE MOORE
00735541	C	8/27/2025	Medical	0066	EMP		\$200.14	2025-225000203-0000	MERCY HOSPITAL OKLAHOMA
00735542	C	8/27/2025	Medical	0004	EMP		\$463.50	2025-225000204-0000	MERCY HOSPITAL OKLAHOMA

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City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735543	C	8/27/2025	Medical	0028	EMP		\$177.29	2025-225000975-0000	DJO LLC
00735544	C	8/27/2025	Medical	DXL3	EMP		\$57.06	2025-225000977-0000	MERCY CLINIC OKLAHOMA
00735545	C	8/27/2025	Medical	0010	EMP		\$156.85	2025-225001748-0000	MERCY CLINIC OKLAHOMA
00735546	C	8/27/2025	Medical	0011	EMP		\$729.76	2025-227001552-0000	DEACONESS ANESTHESIA
00735547	C	8/27/2025	Medical	0010	DEP		\$76.89	2025-225001553-0000	OPTIMAL HEALTH
00735548	C	8/27/2025	Medical	0010	DEP		\$111.02	2025-227000629-0000	MERCY CLINIC OKLAHOMA
00735549	C	8/27/2025	Medical	0010	DEP		\$179.54	2025-230002178-0000	MERCY CLINIC OKLAHOMA
00735550	C	8/27/2025	M/N	0020	DEP		\$71.81	2025-227000735-0000	FERGUSON THERAPY
00735551	C	8/27/2025	M/N	0020	DEP		\$71.81	2025-227000782-0000	FERGUSON THERAPY
00735552	C	8/27/2025	Medical	WELL	DEP		\$1,314.59	2025-227000620-0000	NORMAN REGIONAL
00735553	C	8/27/2025	Medical	SUR2	DEP		\$59.87	2025-225001229-0000	R&R DERMATOLOGY
00735554	C	8/27/2025	Medical	0012	DEP		\$15.08	2025-225000793-0000	OU HEALTH PARTNERS
00735555	C	8/27/2025	M/N	0020	DEP		\$55.96	2025-225001683-0000	RESTORE BEHAVIORAL
00735556	C	8/27/2025	M/N	0020	DEP		\$64.11	2025-227000739-0000	RESTORE BEHAVIORAL
00735557	C	8/27/2025	Medical	0010	EMP		\$125.62	2025-227001486-0000	OU HEALTH PARTNERS
00735558	C	8/27/2025	Medical	0011	DEP		\$1,441.80	2025-227000645-0000	OKLAHOMA CITY
00735559	C	8/27/2025	Medical	0010	DEP		\$30.00	2025-227001656-0000	SUMMIT HEALTH AND
00735560	C	8/27/2025	Medical	0005	EMP		\$238.96	2025-225001768-0000	DIGESTIVE DISEASE
00735561	C	8/27/2025	Medical	0009	EMP		\$178.06	2025-225001769-0000	DIGESTIVE DISEASE
00735562	C	8/27/2025	Medical	SPEC	DEP		\$39.19	2025-225001148-0000	R BRUCE PARKER MD
00735563	C	8/27/2025	Medical	WELL	DEP		\$45.04	2025-225000248-0000	ST ANTHONY HOSPITAL SSM
00735564	C	8/27/2025	Medical	WELL	DEP		\$42.34	2025-225000249-0000	ST ANTHONY HOSPITAL SSM
00735565	C	8/27/2025	Medical	0073	DEP		\$731.81	2025-225000982-0000	SAINTS MEDICAL GROUP LLC
00735566	C	8/27/2025	Medical	0080	EMP		\$7.79	2025-225000890-0000	OKLAHOMA ALLERGY AND
00735567	C	8/27/2025	Medical	0080	DEP		\$7.79	2025-225000894-0000	OKLAHOMA ALLERGY AND
00735568	C	8/27/2025	Medical	0080	DEP		\$6.75	2025-225000895-0000	OKLAHOMA ALLERGY AND
00735569	C	8/27/2025	Medical	ERHS	EMP		\$4,049.06	2025-225000211-0000	MERCY HOSPITAL ADA INC
00735570	C	8/27/2025	Medical	0027	EMP		\$163.88	2025-225000978-0000	MERCY CLINIC OKLAHOMA
00735571	C	8/27/2025	Medical	0027	EMP		\$14.02	2025-227000615-0000	WEST COUNTY
00735572	C	8/27/2025	Medical	0010	DEP		\$30.00	2025-227001549-0000	BH GASTROENTEROLOGY
00735573	C	8/27/2025	Medical	DXL3	DEP		\$290.90	2025-227001564-0000	BH GASTROENTEROLOGY



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City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735574	C	8/27/2025	Medical	WELL	EMP		\$104.86	2025-227000684-0000	DIAGNOSTIC LABORATORY
00735575	C	8/27/2025	Medical	0010	EMP		\$46.04	2025-230002595-0000	SOUTHERN PLAINS MEDICAL
00735576	C	8/27/2025	Medical	WELL	EMP		\$79.21	2025-227000584-0000	NRHS RADIOLOGY
00735577	C	8/27/2025	M/N	0020	EMP		\$115.94	2025-230002235-0000	BALANCE WOMEN HEALTH
00735578	C	8/27/2025	Medical	0076	DEP		\$63.00	2025-227000560-0000	HOLLAND PEDIATRIC
00735579	C	8/27/2025	Medical	0009	EMP		\$254.00	2025-227000741-0000	NORMAN REGIONAL
00735580	C	8/27/2025	Medical	0009	EMP		\$135.39	2025-227000742-0000	NORMAN REGIONAL
00735581	C	8/27/2025	Medical	WELL	EMP		\$80.02	2025-227001338-0000	THE PHYSICIANS GROUP LLC
00735582	C	8/27/2025	M/N	0020	DEP		\$200.10	2025-182001340-0000	OKLAHOMA HCA
00735583	C	8/27/2025	M/N	0020	DEP		\$200.10	2025-182001342-0000	OKLAHOMA HCA
00735584	C	8/27/2025	Medical	0002	DEP		\$2,194.67	2025-188000067-0000	OU MEDICINE INC
00735585	C	8/27/2025	Medical	SPEC	DEP		\$42.82	2025-225001399-0000	INTEGRIS MEDICAL GROUP
00735586	C	8/27/2025	Medical	DXL3	EMP		\$24.41	2025-227000755-0000	THE PHYSICIANS GROUP LLC
00735587	C	8/27/2025	Medical	0010	EMP		\$62.69	2025-230002560-0000	CLASSEN FAMILY PRACTICE
00735588	C	8/27/2025	Medical	0333	EMP		\$29.03	2025-227000554-0000	VITACARE LLC
00735589	C	8/27/2025	Medical	0010	EMP		\$192.99	2025-227000756-0000	THE PHYSICIANS GROUP LLC
00735590	C	8/27/2025	Medical	0177	DEP		\$14.13	2025-225001288-0000	QUEST DIAGNOSTICS
00735591	C	8/27/2025	Medical	SPEC	DEP		\$50.32	2025-227000652-0000	OKLAHOMA
00735592	C	8/27/2025	Medical	0080	EMP		\$7.79	2025-225000899-0000	OKLAHOMA ALLERGY AND
00735593	C	8/27/2025	Medical	0010	EMP		\$180.74	2025-230002174-0000	INTEGRIS MEDICAL GROUP
00735594	C	8/27/2025	Medical	0035	EMP		\$376.14	2025-182001371-0000	OKLAHOMA HCA
00735595	C	8/27/2025	M/N	0020	DEP		\$71.81	2025-225001698-0000	AMANDA BRANDON
00735596	C	8/27/2025	Medical	0177	EMP		\$10.04	2025-225001914-0000	DIAGNOSTIC LABORATORY
00735597	C	8/27/2025	Medical	0010	EMP		\$66.26	2025-226000828-0000	JEFFREY A MILLER MD PLLC
00735598	C	8/27/2025	Medical	0039	DEP		\$156.22	2025-225000986-0000	MERCY CLINIC OKLAHOMA
00735599	C	8/27/2025	Medical	0010	DEP		\$88.94	2025-227000727-0000	AMC URGENT CARE PLUS LLC
00735600	C	8/27/2025	Medical	SPEC	EMP		\$104.81	2025-230002213-0000	MCBRIDE ORTHOPEDIC-
00735601	C	8/27/2025	Medical	0017	EMP		\$36.00	2025-226000672-0000	ORTHOPEDIC SPINE &
00735602	C	8/27/2025	Medical	0004	EMP		\$142.64	2025-225000276-0000	CHICKASAW NATION
00735603	C	8/27/2025	Medical	0010	EMP		\$20.56	2025-225000790-0000	CHICKASAW NATION
00735604	C	8/27/2025	Medical	0010	EMP		\$26.55	2025-230002618-0000	CHICKASAW NATION

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City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/EFT	Check Date	Type Expenses	CVG TYPE	EMP/DEP	Over Spec	Check Amount	Claim Number	Payee
00735605	C	8/27/2025	Medical	0010	DEP		\$53.35	2025-225000870-0000	PRIMARY CARE SOUTH OKC
00735606	C	8/27/2025	Medical	0177	EMP		\$106.09	2025-227000616-0000	AEGIS SCIENCES
00735607	C	8/27/2025	Medical	0010	DEP		\$57.01	2025-227000663-0000	AGELESS RESTORATION LLC
00735608	C	8/27/2025	Medical	WELL	DEP		\$141.92	2025-231000154-0000	JOHN MUIR MEDICAL CENTER
00735609	C	8/27/2025	Medical	DXL3	DEP		\$90.97	2025-226000474-0000	NORMAN OSTEOPATHIC
00735610	C	8/27/2025	Medical	0010	DEP		\$26.04	2025-227001649-0000	NORMAN OSTEOPATHIC
00735611	C	8/27/2025	Medical	DXL3	DEP		\$110.16	2025-212000263-0000	CORNERSTONE NUTRITION
00735612	C	8/27/2025	Medical	0035	DEP		\$55.35	2025-227000902-0000	RADIOLOGY CONSULTANTS
00735613	C	8/27/2025	Medical	0035	EMP		\$13.28	2025-230002774-0000	OHH PHYSICIANS LLC
00735614	C	8/27/2025	Medical	0027	EMP		\$117.75	2025-227000621-0000	VIRTUAL RADIOLOGIC
00735615	C	8/27/2025	Medical	0072	EMP		\$4,323.40	2025-227000197-0000	COMMUNITY HOSPITAL
00735616	C	8/27/2025	Medical	WELL	EMP		\$355.00	2025-230002419-0000	HPI PHYSICIANS LLC

167 Checks Paid: \$47,626.77

Electronic Payments: \$0.00

0 Total Adjustments: \$0.00

167 Payments: \$47,626.77

Reserve Income: \$0.00

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City of Moore (70009)

City of Moore (79024)

First Fidelity Bank

Reporting From 8/27/2025 Thru 8/27/2025

Check Number	Chk/EFT	Check Date	Type Expenses	CVG TYPE	EMP/DEP	Over Spec	Check Amount	Claim Number	Payee
00735617	C	8/27/2025	Medical	0010	DEP		\$66.52	2025-226000662-0000	SAINTS MEDICAL GROUP LLC
00735618	C	8/27/2025	Medical	0039	DEP		\$109.78	2025-225001147-0000	R BRUCE PARKER MD
00735619	C	8/27/2025	Medical	LAB3	EMP		\$2.40	2025-230002185-0000	CLASSEN FAMILY PRACTICE
00735620	C	8/27/2025	Medical	0010	DEP		\$53.85	2025-230001802-0000	MERCY CLINIC OKLAHOMA
00735621	C	8/27/2025	Medical	0010	DEP		\$24.96	2025-230002559-0000	CLASSEN FAMILY PRACTICE
00735622	C	8/27/2025	Medical	0010	EMP		\$22.56	2025-230002617-0000	CLASSEN FAMILY PRACTICE
00735623	C	8/27/2025	Medical	WELL	EMP		\$99.97	2025-227000743-0000	LABCORP DALLAS
00735624	C	8/27/2025	Medical	DXL3	EMP		\$52.53	2025-230002186-0000	OKCIC ANN ARBOR
00735625	C	8/27/2025	Medical	0010	EMP		\$4.79	2025-197000684-0000	RESTORATIVE HEALTH
00735626	C	8/27/2025	Medical	WELL	DEP		\$42.98	2025-225000221-0000	ST ANTHONY HOSPITAL SSM
00735627	C	8/27/2025	Medical	0039	DEP		\$131.11	2025-225000979-0000	SAINTS MEDICAL GROUP LLC

11 Checks Paid: \$611.45

11 Payments: \$611.45

Reserve Income: \$0.00

Electronic Payments: \$0.00

0 Total Adjustments: \$0.00

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**Master Group Grand Total**

City of Moore (70009)  
First Fidelity Bank

Total of 183 Checks Paid: \$120,857.13

Total of 0 EFT Paid: \$0.00

Total of 0 Adjustments: \$0.00

Total of 183 Payments: \$120,857.13

Reserve Income: \$0.00

\*\*\*\* END OF REPORT \*\*\*\*

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City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 9/4/2025 Thru 9/4/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735628	C	9/4/2025	Medical	0066	DEP		\$137.23	2025-213000941-0000	RADIOLOGY ASSOCIATES LLC
00735629	C	9/4/2025	Medical	0177	DEP		\$479.74	2025-230001754-0000	NATERA INC
00735630	C	9/4/2025	Medical	0177	DEP		\$1,315.44	2025-237001190-0000	NATERA INC
00735631	C	9/4/2025	Medical	WELL	DEP		\$39.74	2025-237001600-0000	PATHOLOGY CONSULTATION
00735632	C	9/4/2025	Medical	WELL	DEP		\$49.14	2025-237001601-0000	PATHOLOGY CONSULTATION
00735633	C	9/4/2025	Medical	0010	DEP		\$76.89	2025-234000364-0000	JEFFREY A MILLER MD PLLC
00735634	C	9/4/2025	Medical	0010	DEP		\$75.85	2025-233000523-0000	OU HEALTH PARTNERS
00735635	C	9/4/2025	Medical	0010	DEP		\$83.84	2025-233000388-0000	SAINTS MEDICAL GROUP LLC
00735636	C	9/4/2025	Medical	XRY3	DEP		\$15.34	2025-237001318-0000	SAINTS MEDICAL GROUP LLC
00735637	C	9/4/2025	Medical	0012	DEP		\$13.00	2025-237001556-0000	OKLAHOMA RADIOLOGY
00735638	C	9/4/2025	Medical	SPEC	DEP		\$111.08	2025-232001271-0000	SOUTHWEST ORTHOPAEDIC
00735639	C	9/4/2025	M/N	0020	EMP		\$71.81	2025-237003647-0000	COUNSELING WITH A TWIST
00735640	C	9/4/2025	Medical	ERHS	EMP		\$2,479.90	2025-234000194-0000	NORMAN REGIONAL
00735641	C	9/4/2025	Medical	SPEC	EMP		\$81.59	2025-237001778-0000	NORMAN CARDIOVASCULAR
00735642	C	9/4/2025	Medical	0010	EMP		\$59.99	2025-237001877-0000	CLASSEN FAMILY PRACTICE
00735643	C	9/4/2025	Medical	0027	EMP		\$10.58	2025-237002346-0000	NRHS RADIOLOGY
00735644	C	9/4/2025	Medical	0153	DEP		\$99.00	2025-232000363-0000	IMMEDIATE CARE OF
00735645	C	9/4/2025	Medical	0153	DEP		\$99.00	2025-232001147-0000	IMMEDIATE CARE OF
00735646	C	9/4/2025	Medical	0153	DEP		\$99.00	2025-233000856-0000	IMMEDIATE CARE OF
00735647	C	9/4/2025	Medical	SUR2	DEP		\$232.92	2025-237000881-0000	NORMAN FOOT AND ANKLE
00735648	C	9/4/2025	Medical	0010	EMP		\$203.48	2025-232000486-0000	MERCY CLINIC OKLAHOMA
00735649	C	9/4/2025	Medical	SPEC	DEP		\$160.59	2025-237000955-0000	SOUTHWESTERN
00735650	C	9/4/2025	Medical	0010	EMP		\$83.84	2025-188000745-0000	SAINTS MEDICAL GROUP LLC
00735651	C	9/4/2025	Medical	0066	DEP		\$72.87	2025-237001786-0000	OU HEALTH PARTNERS
00735652	C	9/4/2025	Medical	0010	DEP		\$71.92	2025-234000366-0000	YAOHAN LAM DERMATOLOGY
00735653	C	9/4/2025	M/N	0020	EMP		\$115.94	2025-230002236-0000	BALANCE WOMEN HEALTH
00735654	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000872-0000	CLASSEN URGENT CARE
00735655	C	9/4/2025	Medical	0004	EMP		\$87.97	2025-230000115-0000	NORMAN REGIONAL
00735656	C	9/4/2025	Medical	SPEC	DEP		\$81.86	2025-232000832-0000	MARIE J CARTER DO
00735657	C	9/4/2025	Medical	SPEC	DEP		\$120.37	2025-230000742-0000	KIDNEY SPECIALISTS OF
00735658	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-233000413-0000	CLASSEN URGENT CARE

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City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

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00735659	C	9/4/2025	Medical	0010	DEP		\$33.10	2025-237002088-0000	HOMETOWN HEALTHCARE
00735660	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000431-0000	CLASSEN URGENT CARE
00735661	C	9/4/2025	Medical	SPEC	DEP		\$108.05	2025-230001707-0000	NORMAN CARDIOVASCULAR
00735662	C	9/4/2025	Medical	ERHS	DEP		\$858.16	2025-234000232-0000	SALINE HOSPITAL LLC
00735663	C	9/4/2025	Medical	SPEC	EMP		\$66.66	2025-230001835-0000	BDC MEDICAL PLLC
00735664	C	9/4/2025	Medical	0153	EMP		\$90.00	2025-230002050-0000	CLASSEN URGENT CARE
00735665	C	9/4/2025	Medical	0016	EMP		\$1,390.55	2025-230002124-0000	OKLAHOMA PROTON CENTER
00735666	C	9/4/2025	Medical	0016	EMP		\$225.08	2025-230002125-0000	OKLAHOMA PROTON CENTER
00735667	C	9/4/2025	Medical	0016	EMP		\$1,390.55	2025-230002126-0000	OKLAHOMA PROTON CENTER
00735668	C	9/4/2025	Medical	0016	EMP		\$1,390.55	2025-233000516-0000	OKLAHOMA PROTON CENTER
00735669	C	9/4/2025	Medical	0016	EMP		\$1,390.55	2025-233000762-0000	OKLAHOMA PROTON CENTER
00735670	C	9/4/2025	Medical	0016	EMP		\$1,390.55	2025-237000736-0000	OKLAHOMA PROTON CENTER
00735671	C	9/4/2025	Medical	0016	EMP		\$225.08	2025-237000737-0000	OKLAHOMA PROTON CENTER
00735672	C	9/4/2025	Medical	SPEC	EMP		\$108.87	2025-237001140-0000	NORMAN UROLOGY
00735673	C	9/4/2025	Medical	0016	EMP		\$1,390.55	2025-237001458-0000	OKLAHOMA PROTON CENTER
00735674	C	9/4/2025	Medical	0016	EMP		\$92.71	2025-237001459-0000	OKLAHOMA PROTON CENTER
00735675	C	9/4/2025	Medical	0016	EMP		\$1,390.55	2025-237002299-0000	OKLAHOMA PROTON CENTER
00735676	C	9/4/2025	Medical	SPEC	EMP		\$149.78	2025-237002448-0000	NORMAN UROLOGY
00735677	C	9/4/2025	Medical	LAB3	EMP		\$65.76	2025-237002271-0000	THE PHYSICIANS GROUP LLC
00735678	C	9/4/2025	Medical	0017	EMP		\$49.50	2025-230002187-0000	THERAPY IN MOTION OF OK
00735679	C	9/4/2025	Medical	0017	EMP		\$49.50	2025-233000528-0000	THERAPY IN MOTION OF OK
00735680	C	9/4/2025	Medical	0072	EMP		\$3,719.34	2025-230000180-0000	ST ANTHONY HOSPITAL SSM
00735681	C	9/4/2025	Medical	0047	EMP		\$315.94	2025-233000389-0000	SAINTS MEDICAL GROUP LLC
00735682	C	9/4/2025	Medical	0011	EMP		\$280.80	2025-237000851-0000	ST ANTHONY HOSPITAL SSM
00735683	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-233000375-0000	ECLIPSE COUNSELING
00735684	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-233000376-0000	ECLIPSE COUNSELING
00735685	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-233000532-0000	ECLIPSE COUNSELING
00735686	C	9/4/2025	Medical	0068	DEP		\$112.72	2025-233000915-0000	ASHLEY MEADOR YATES MD
00735687	C	9/4/2025	Medical	0017	DEP		\$58.50	2025-232000446-0000	OPTC COMPLETE REHAB, LLC
00735688	C	9/4/2025	Medical	0076	DEP		\$58.50	2025-233000463-0000	OPTC COMPLETE REHAB, LLC
00735689	C	9/4/2025	Medical	0153	DEP		\$167.40	2025-233000522-0000	INTEGRIS HEALTH ALLSET

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City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

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Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735690	C	9/4/2025	Misc	0100	DEP		\$653.50	2025-233001549-0000	MEDWATCH
00735691	C	9/4/2025	Medical	0076	DEP		\$58.50	2025-237000874-0000	OPTC COMPLETE REHAB, LLC
00735692	C	9/4/2025	Medical	0017	DEP		\$58.50	2025-237000876-0000	OPTC COMPLETE REHAB, LLC
00735693	C	9/4/2025	Medical	0076	DEP		\$36.00	2025-237000877-0000	OPTC COMPLETE REHAB, LLC
00735694	C	9/4/2025	Medical	0010	DEP		\$125.62	2025-237001784-0000	OU HEALTH PARTNERS
00735695	C	9/4/2025	Medical	0004	EMP		\$612.90	2025-237000273-0000	ST ANTHONY HOSPITAL SSM
00735696	C	9/4/2025	Medical	0018	EMP		\$40.50	2025-230001705-0000	PROACTIVE CHIROPRACTIC
00735697	C	9/4/2025	Medical	0018	DEP		\$40.50	2025-230002193-0000	PROACTIVE CHIROPRACTIC
00735698	C	9/4/2025	Medical	0004	EMP		\$1,069.40	2025-232000052-0000	OKLAHOMA HEART HOSPITAL
00735699	C	9/4/2025	Medical	0035	EMP		\$114.38	2025-232000213-0000	OHH PHYSICIANS LLC
00735700	C	9/4/2025	Medical	0027	DEP		\$126.13	2025-233000418-0000	NORMAN REGIONAL ER
00735701	C	9/4/2025	Medical	ERHS	DEP		\$2,485.29	2025-234000195-0000	NORMAN REGIONAL
00735702	C	9/4/2025	Medical	0039	EMP		\$158.92	2025-237000854-0000	MERCY CLINIC OKLAHOMA
00735703	C	9/4/2025	Medical	0068	DEP		\$113.32	2025-237001184-0000	AKY MD LLC DBA JUST KIDS
00735704	C	9/4/2025	Medical	0039	DEP		\$169.15	2025-237002026-0000	PREMIERE PEDIATRICS PLLC
00735705	C	9/4/2025	Medical	0027	DEP		\$28.14	2025-237002347-0000	NRHS RADIOLOGY
00735706	C	9/4/2025	Medical	0010	EMP		\$111.02	2025-233000505-0000	MERCY CLINIC OKLAHOMA
00735707	C	9/4/2025	Medical	0004	DEP		\$182.49	2025-230000211-0000	OKLAHOMA HEART HOSPITAL
00735708	C	9/4/2025	Medical	0068	DEP		\$554.21	2025-232000553-0000	NORMAN PEDIATRIC
00735709	C	9/4/2025	Medical	SPEC	DEP		\$145.80	2025-233000498-0000	OHH PHYSICIANS LLC
00735710	C	9/4/2025	Medical	0004	DEP		\$393.94	2025-234000241-0000	OKLAHOMA HEART HOSPITAL
00735711	C	9/4/2025	Medical	0039	DEP		\$123.48	2025-237001881-0000	WOMENS HEALTHCARE OF
00735712	C	9/4/2025	Medical	0039	DEP		\$121.81	2025-232000581-0000	R BRUCE PARKER MD
00735713	C	9/4/2025	Medical	0010	EMP		\$164.58	2025-237000717-0000	OU HEALTH PARTNERS
00735714	C	9/4/2025	Medical	SPEC	EMP		\$181.25	2025-233000449-0000	OKLAHOMA SLEEP LUNG AND
00735715	C	9/4/2025	Medical	0004	EMP		\$634.90	2025-234000243-0000	OKLAHOMA HEART HOSPITAL
00735716	C	9/4/2025	Medical	SPEC	EMP		\$108.05	2025-233000902-0000	NORMAN CARDIOVASCULAR
00735717	C	9/4/2025	Medical	0073	EMP		\$262.72	2025-230002000-0000	PHYSICIAN MANAGEMENT
00735718	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-233000529-0000	CLASSEN URGENT CARE
00735719	C	9/4/2025	Medical	0153	DEP		\$56.23	2025-230002031-0000	STELLAR PEDIATRIC URGENT
00735720	C	9/4/2025	Medical	0004	EMP		\$182.49	2025-230000213-0000	OKLAHOMA HEART HOSPITAL



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Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735721	C	9/4/2025	Medical	0035	EMP		\$84.60	2025-232000209-0000	OHH PHYSICIANS LLC
00735722	C	9/4/2025	Medical	0066	EMP		\$88.52	2025-230002146-0000	EAGLE PARTNERS PLLC
00735723	C	9/4/2025	Medical	0010	DEP		\$62.61	2025-237002334-0000	AKY MD LLC DBA JUST KIDS
00735724	C	9/4/2025	Medical	WELL	DEP		\$37.13	2025-230001626-0000	QUEST DIAGNOSTICS
00735725	C	9/4/2025	Medical	WELL	DEP		\$117.96	2025-230001864-0000	GULF COAST PATHOLOGY
00735726	C	9/4/2025	Medical	0068	DEP		\$737.47	2025-232000552-0000	NORMAN PEDIATRIC
00735727	C	9/4/2025	Medical	0073	EMP		\$103.87	2025-232000803-0000	PHYSICIAN MANAGEMENT
00735728	C	9/4/2025	Medical	0039	EMP		\$140.97	2025-233000664-0000	KETO WELLNESS AND
00735729	C	9/4/2025	Medical	ERHS	EMP		\$2,482.22	2025-234000192-0000	NORMAN REGIONAL
00735730	C	9/4/2025	Medical	0027	EMP		\$126.13	2025-237000946-0000	NORMAN REGIONAL ER
00735731	C	9/4/2025	Medical	0027	EMP		\$54.10	2025-237002343-0000	NRHS RADIOLOGY
00735732	C	9/4/2025	Medical	0010	EMP		\$70.84	2025-233000682-0000	SUMMIT HEALTH AND
00735733	C	9/4/2025	Medical	0010	EMP		\$57.01	2025-232001234-0000	PREMIER HEALTHCARE
00735734	C	9/4/2025	Medical	SPEC	DEP		\$183.27	2025-237000730-0000	DONALD P MAXWELL JR MD
00735735	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000531-0000	CLASSEN URGENT CARE
00735736	C	9/4/2025	Medical	0073	DEP		\$69.87	2025-233000412-0000	CLASSEN FAMILY PRACTICE
00735737	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-233000509-0000	MARY LUJAN
00735738	C	9/4/2025	Medical	0177	EMP		\$37.13	2025-233000748-0000	DIAGNOSTIC LABORATORY
00735739	C	9/4/2025	Medical	SUR2	EMP		\$1,174.04	2025-230001624-0000	ORTHO CENTRAL
00735740	C	9/4/2025	Medical	0010	DEP		\$84.06	2025-232000440-0000	SAINTS MEDICAL GROUP LLC
00735741	C	9/4/2025	Medical	0018	DEP		\$80.52	2025-237000763-0000	ABEL CHIROPRACTIC CARE
00735742	C	9/4/2025	Medical	DXL3	EMP		\$267.07	2025-230001805-0000	MERCY CLINIC OKLAHOMA
00735743	C	9/4/2025	Medical	0035	DEP		\$1,518.28	2025-232001170-0000	SAINTS MEDICAL GROUP LLC
00735744	C	9/4/2025	Medical	0009	DEP		\$81.70	2025-232001171-0000	SAINTS MEDICAL GROUP LLC
00735745	C	9/4/2025	Medical	SPEC	DEP		\$93.15	2025-237001317-0000	SAINTS MEDICAL GROUP LLC
00735746	C	9/4/2025	Medical	0015	DEP		\$340.10	2025-230001714-0000	INTEGRIS MEDICAL SUPPLY
00735747	C	9/4/2025	Medical	SPEC	EMP		\$71.32	2025-232000809-0000	OHH PHYSICIANS LLC
00735748	C	9/4/2025	Medical	0068	DEP		\$130.36	2025-230001121-0000	NORMAN PEDIATRIC
00735749	C	9/4/2025	M/N	0020	EMP		\$71.81	2025-232002137-0000	OLIVIA PIERCE
00735750	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-234000494-0000	SUMMIT HEALTH AND
00735751	C	9/4/2025	Medical	0068	DEP		\$369.24	2025-237001364-0000	NORMAN PEDIATRIC

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Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735752	C	9/4/2025	Medical	0010	EMP		\$90.52	2025-230001808-0000	MERCY CLINIC OKLAHOMA
00735753	C	9/4/2025	Medical	XRY3	DEP		\$25.93	2025-232000894-0000	THE PHYSICIANS GROUP LLC
00735754	C	9/4/2025	Medical	0047	DEP		\$127.59	2025-232000896-0000	THE PHYSICIANS GROUP LLC
00735755	C	9/4/2025	Medical	0005	EMP		\$3,454.77	2025-238000866-0000	NRHS RHEUMATOLOGY
00735756	C	9/4/2025	Medical	0015	EMP		\$170.18	2025-238000867-0000	THE BRACE CENTER
00735757	C	9/4/2025	Medical	SPEC	EMP		\$54.34	2025-237001463-0000	SAINTS MEDICAL GROUP LLC
00735758	C	9/4/2025	Medical	0010	DEP		\$72.56	2025-232001062-0000	INTEGRIS MEDICAL GROUP
00735759	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-233000914-0000	CLASSEN URGENT CARE
00735760	C	9/4/2025	M/N	0020	DEP		\$79.91	2025-230000991-0000	VICTORIA WHATLEY
00735761	C	9/4/2025	Misc	0100	DEP		\$590.33	2025-233001551-0000	MEDWATCH
00735762	C	9/4/2025	Medical	SPEC	DEP		\$57.01	2025-232000554-0000	OPTIMAL HEALTH
00735763	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000421-0000	CLASSEN URGENT CARE
00735764	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-237001911-0000	CLASSEN URGENT CARE
00735765	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000428-0000	CLASSEN URGENT CARE
00735766	C	9/4/2025	Medical	LAB3	DEP		\$2.70	2025-230001638-0000	INTEGRIS MEDICAL GROUP
00735767	C	9/4/2025	Medical	0177	DEP		\$10.39	2025-233000751-0000	DIAGNOSTIC LABORATORY
00735768	C	9/4/2025	Medical	0010	DEP		\$125.57	2025-237002222-0000	INTEGRIS MEDICAL GROUP
00735769	C	9/4/2025	Medical	0011	DEP		\$392.85	2025-232000948-0000	PEDIATRIC ANESTHESIA OF
00735770	C	9/4/2025	Medical	0035	EMP		\$84.54	2025-230001731-0000	INTEGRIS MEDICAL GROUP
00735771	C	9/4/2025	Medical	0004	EMP		\$1,625.06	2025-233000054-0000	INTEGRIS SOUTHWEST
00735772	C	9/4/2025	Medical	0076	DEP		\$36.00	2025-232000837-0000	HORIZONS PEDIATRIC
00735773	C	9/4/2025	Medical	0076	DEP		\$36.00	2025-232000838-0000	HORIZONS PEDIATRIC
00735774	C	9/4/2025	Medical	SPEC	EMP		\$470.37	2025-230001893-0000	RETINA CONSULTANTS OF
00735775	C	9/4/2025	Medical	SPEC	EMP		\$115.35	2025-230001005-0000	INTEGRIS MEDICAL GROUP
00735776	C	9/4/2025	Medical	WELL	EMP		\$28.46	2025-230001627-0000	QUEST DIAGNOSTICS
00735777	C	9/4/2025	Medical	0010	DEP		\$124.15	2025-230002173-0000	AKY MD LLC DBA JUST KIDS
00735778	C	9/4/2025	Medical	0066	EMP		\$63.93	2025-237001602-0000	RADIOLOGY CONSULTANTS
00735779	C	9/4/2025	Medical	0004	EMP		\$110.14	2025-238000194-0000	MERCY HOSPITAL OKLAHOMA
00735780	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000886-0000	CLASSEN URGENT CARE
00735781	C	9/4/2025	Medical	SPEC	DEP		\$10.49	2025-237000742-0000	NORMAN VISION CLINIC
00735782	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-233000911-0000	CLASSEN URGENT CARE

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Reporting From 9/4/2025 Thru 9/4/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735783	C	9/4/2025	Medical	SPEC	DEP		\$39.19	2025-237000830-0000	JENNIFER B ROBERTS, MD
00735784	C	9/4/2025	Medical	0068	DEP		\$511.81	2025-232000555-0000	NORMAN PEDIATRIC
00735785	C	9/4/2025	Medical	0068	DEP		\$663.32	2025-237001355-0000	NORMAN PEDIATRIC
00735786	C	9/4/2025	Medical	0011	DEP		\$388.80	2025-230001561-0000	ANESTHESIA MEDICAL
00735787	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-237002444-0000	CLASSEN URGENT CARE
00735788	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-230001952-0000	RESTORE BEHAVIORAL
00735789	C	9/4/2025	Medical	0068	DEP		\$113.05	2025-230002049-0000	NORMAN PEDIATRIC
00735790	C	9/4/2025	Medical	ERHS	DEP		\$2,479.51	2025-231000168-0000	NORMAN REGIONAL
00735791	C	9/4/2025	M/N	0020	DEP		\$52.92	2025-232000444-0000	RESTORE BEHAVIORAL
00735792	C	9/4/2025	M/N	0020	DEP		\$288.00	2025-232002199-0000	CHRISTOPHER MONTAGUE
00735793	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-233000861-0000	RESTORE BEHAVIORAL
00735794	C	9/4/2025	M/N	0020	DEP		\$504.00	2025-233001708-0000	CHRISTOPHER MONTAGUE
00735795	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-237000863-0000	RESTORE BEHAVIORAL
00735796	C	9/4/2025	Medical	0027	DEP		\$17.74	2025-237001603-0000	NRHS RADIOLOGY
00735797	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000411-0000	CLASSEN URGENT CARE
00735798	C	9/4/2025	Medical	0153	DEP		\$167.40	2025-230001730-0000	INTEGRIS HEALTH ALLSET
00735799	C	9/4/2025	Medical	0047	EMP		\$1,158.06	2025-233000905-0000	NRHS RHEUMATOLOGY
00735800	C	9/4/2025	Misc	0100	EMP		\$375.67	2025-233001550-0000	MEDWATCH
00735801	C	9/4/2025	Medical	0017	DEP		\$49.50	2025-230002074-0000	THERAPY IN MOTION OF OK
00735802	C	9/4/2025	Medical	0017	DEP		\$49.50	2025-232001075-0000	THERAPY IN MOTION OF OK
00735803	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-233000703-0000	HALEY NUNN
00735804	C	9/4/2025	Medical	0153	DEP		\$99.00	2025-232000464-0000	IMMEDIATE CARE OF
00735805	C	9/4/2025	Medical	0010	EMP		\$72.56	2025-230001613-0000	INTEGRIS MEDICAL GROUP
00735806	C	9/4/2025	Medical	0015	EMP		\$121.11	2025-233000515-0000	SLEEP REMEDIES LLC
00735807	C	9/4/2025	M/N	0020	EMP		\$89.63	2025-232002130-0000	BRIAN ANDERSON
00735808	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-233000885-0000	CLASSEN URGENT CARE
00735809	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-230001016-0000	DANA GRAHAM LCSW
00735810	C	9/4/2025	Medical	0010	DEP		\$72.56	2025-232001060-0000	INTEGRIS MEDICAL GROUP
00735811	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000429-0000	CLASSEN URGENT CARE
00735812	C	9/4/2025	Medical	0177	DEP		\$45.49	2025-233000749-0000	DIAGNOSTIC LABORATORY
00735813	C	9/4/2025	M/N	0020	DEP		\$71.81	2025-237000764-0000	DANA GRAHAM LCSW

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Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735814	C	9/4/2025	Medical	0010	DEP		\$81.59	2025-237001916-0000	PRIMARY CARE SOUTH OKC
00735815	C	9/4/2025	Medical	0010	DEP		\$73.65	2025-237000887-0000	DINA M BOWEN MD PLLC
00735816	C	9/4/2025	Medical	0177	DEP		\$70.39	2025-233000746-0000	DIAGNOSTIC LABORATORY
00735817	C	9/4/2025	Medical	0010	DEP		\$141.27	2025-237000824-0000	BH GASTROENTEROLOGY
00735818	C	9/4/2025	Medical	SPEC	EMP	SPEC	\$110.68	2025-204000791-0000	INTEGRIS CARDIOVASCULAR
00735819	C	9/4/2025	M/N	0020	EMP		\$89.63	2025-237003646-0000	CRYSTAL PITTS
00735820	C	9/4/2025	M/N	0020	EMP		\$89.63	2025-237002074-0000	VICKY HAMPTON
00735821	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000414-0000	CLASSEN URGENT CARE
00735822	C	9/4/2025	Medical	0002	EMP		\$17,130.61	2025-161000205-0000	NORMAN REGIONAL
00735823	C	9/4/2025	Medical	SPEC	EMP		\$186.08	2025-230001003-0000	INTEGRIS CARDIOVASCULAR
00735824	C	9/4/2025	M/N	0020	DEP		\$143.62	2025-230001012-0000	JESSICA CAUDLE
00735825	C	9/4/2025	Medical	0010	EMP		\$197.04	2025-232000441-0000	SAINTS MEDICAL GROUP LLC
00735826	C	9/4/2025	Medical	XRY3	EMP		\$54.60	2025-232000487-0000	SAINTS MEDICAL GROUP LLC
00735827	C	9/4/2025	M/N	0020	EMP		\$214.33	2025-233000485-0000	BALANCE WOMEN HEALTH
00735828	C	9/4/2025	Medical	0017	EMP		\$37.66	2025-233000899-0000	THERAPY IN MOTION OF OK
00735829	C	9/4/2025	Medical	DXL3	EMP		\$24.41	2025-233000512-0000	THE PHYSICIANS GROUP LLC
00735830	C	9/4/2025	Medical	WELL	EMP		\$107.60	2025-233001686-0000	NORMAN REGIONAL
00735831	C	9/4/2025	Misc	0100	DEP		\$912.33	2025-233001552-0000	MEDWATCH
00735832	C	9/4/2025	Medical	SPEC	DEP		\$61.28	2025-237002411-0000	ROBERT MORTON M.D. PLLC
00735833	C	9/4/2025	Medical	0039	DEP		\$278.19	2025-237001577-0000	TOTAL HEALTHCARE
00735834	C	9/4/2025	Medical	0080	EMP		\$7.79	2025-232000457-0000	OKLAHOMA ALLERGY AND
00735835	C	9/4/2025	M/N	0020	EMP		\$81.37	2025-232000528-0000	COUNSELING WITH A TWIST
00735836	C	9/4/2025	Medical	WELL	EMP		\$2.54	2025-237000954-0000	SOUTHWEST
00735837	C	9/4/2025	Medical	WELL	DEP		\$79.21	2025-232000205-0000	NRHS RADIOLOGY
00735838	C	9/4/2025	Medical	0010	DEP		\$179.04	2025-232001058-0000	PRIMARY CARE SOUTH OKC
00735839	C	9/4/2025	Medical	0010	EMP		\$119.55	2025-237001063-0000	INTEGRIS MEDICAL GROUP
00735840	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000296-0000	CLASSEN URGENT CARE
00735841	C	9/4/2025	Medical	0027	DEP		\$13.98	2025-233000387-0000	PITAL OKLAHOMA CITY INC
00735842	C	9/4/2025	Medical	0027	DEP		\$12.09	2025-237002393-0000	RADIOLOGY CONSULTANTS
00735843	C	9/4/2025	Medical	WELL	EMP		\$55.78	2025-232000290-0000	CLINICAL PATHOLOGY LABS
00735844	C	9/4/2025	Medical	0017	EMP		\$36.00	2025-230000777-0000	ORTHOPEDIC SPINE &

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City of Moore (70009)

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Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735845	C	9/4/2025	Medical	0004	EMP		\$287.59	2025-230000118-0000	CHICKASAW NATION
00735846	C	9/4/2025	M/N	0020	DEP		\$232.86	2025-232002122-0000	CHRISTINA REEDER
00735847	C	9/4/2025	Medical	WELL	DEP		\$429.00	2025-234000213-0000	OU MEDICINE INC
00735848	C	9/4/2025	Medical	0039	EMP		\$140.27	2025-237000850-0000	SAINTS MEDICAL GROUP LLC
00735849	C	9/4/2025	Medical	SPEC	DEP		\$229.32	2025-237000719-0000	UROLOGY ASSOCIATES INC
00735850	C	9/4/2025	Medical	SPEC	EMP		\$91.56	2025-232000996-0000	SPINE SURGERY ASSOCIATES
00735851	C	9/4/2025	Medical	WELL	DEP		\$79.21	2025-232000802-0000	NRHS RADIOLOGY
00735852	C	9/4/2025	Medical	0039	EMP		\$123.48	2025-237001154-0000	WOMENS HEALTHCARE OF
00735853	C	9/4/2025	Medical	SPEC	EMP	SPEC	\$908.00	2025-198000733-0000	UCSF MEDICAL CENTER
00735854	C	9/4/2025	Medical	0177	EMP	SPEC	\$37.73	2025-204000440-0000	QUEST DIAGNOSTICS
00735855	C	9/4/2025	Medical	0004	EMP	SPEC	\$191.79	2025-205000049-0000	UCSF MEDICAL CENTER
00735856	C	9/4/2025	Medical	0076	EMP	SPEC	\$279.84	2025-217000153-0000	UCSF MEDICAL CENTER
00735857	C	9/4/2025	Medical	0004	EMP	SPEC	\$608.67	2025-217000154-0000	UCSF MEDICAL CENTER
00735858	C	9/4/2025	Medical	SUR2	EMP	SPEC	\$1,806.35	2025-219000635-0000	UCSF MEDICAL CENTER
00735859	C	9/4/2025	Medical	0010	EMP	SPEC	\$405.00	2025-223001146-0000	MEDICAL GROUP BUSINESS
00735860	C	9/4/2025	Medical	SPEC	DEP		\$124.18	2025-232000719-0000	MCBRIDE ORTHOPEDIC-
00735861	C	9/4/2025	Medical	0010	EMP		\$372.19	2025-232001144-0000	XPRESS WELLNESS
00735862	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-233000430-0000	CLASSEN URGENT CARE
00735863	C	9/4/2025	Medical	0010	EMP		\$34.38	2025-233000530-0000	CLASSEN FAMILY PRACTICE
00735864	C	9/4/2025	Medical	SPEC	DEP		\$82.80	2025-233000900-0000	EYE ASSOCIATES OF
00735865	C	9/4/2025	Medical	SPEC	DEP		\$72.56	2025-237000967-0000	PEDIATRIC ENT OF
00735866	C	9/4/2025	Medical	0010	EMP		\$32.11	2025-234000837-0000	ADA HEALTH FIRST
00735867	C	9/4/2025	Medical	QPAP	DEP		\$178.42	2025-234000324-0000	EMERGENCY PHYSICIANS OF
00735868	C	9/4/2025	Medical	0035	EMP		\$507.07	2025-233000496-0000	OHH PHYSICIANS LLC
00735869	C	9/4/2025	Medical	0153	DEP		\$81.00	2025-233000912-0000	CLASSEN URGENT CARE
00735870	C	9/4/2025	Medical	0153	EMP		\$81.00	2025-233000913-0000	CLASSEN URGENT CARE
00735871	C	9/4/2025	Medical	0072	DEP		\$2,823.30	2025-234000165-0000	MERCY HOSPITAL OKLAHOMA
00735872	C	9/4/2025	Medical	0027	EMP		\$13.28	2025-237000702-0000	OHH PHYSICIANS LLC
00735873	C	9/4/2025	Medical	0010	EMP		\$111.02	2025-237001316-0000	MERCY CLINIC OKLAHOMA
00735874	C	9/4/2025	Medical	ERHS	DEP		\$867.65	2025-238000186-0000	ST ANTHONY HOSPITAL SSM
00735875	C	9/4/2025	Medical	0018	EMP		\$40.50	2025-230002521-0000	PURCELL CHIROPRACTIC PC

**Check Register From History**

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City of Moore (70009)

City of Moore (79023)

First Fidelity Bank

Reporting From 9/4/2025 Thru 9/4/2025

Check Number	Chk/EFT	Check Date	Type Expenses	CVG TYPE	EMP/DEP	Over Spec	Check Amount	Claim Number	Payee
00735876	C	9/4/2025	Medical	0004	EMP		\$22.50	2025-230000200-0000	OU MEDICINE INC
00735877	C	9/4/2025	Medical	0187	EMP		\$283.67	2025-232000898-0000	HPI PHYSICIANS LLC
00735878	C	9/4/2025	Medical	0013	EMP		\$425.56	2025-233000815-0000	HEARTLAND PATHOLOGY
251 Checks Paid: \$91,209.96							Electronic Payments: \$0.00		0 Total Adjustments: \$0.00
251 Payments: \$91,209.96									
Reserve Income:				\$0.00					

**Check Register From History**

Run: 9/4/2025 11:39 AM

Oper No: 51 Page: 10

City of Moore (70009)

City of Moore (79024)

First Fidelity Bank

Reporting From 9/4/2025 Thru 9/4/2025

Check Number	Chk/ EFT	Check Date	Type Expenses	CVG TYPE	EMP/ DEP	Over Spec	Check Amount	Claim Number	Payee
00735879	C	9/4/2025	Medical	0153	EMP		\$64.00	2025-233000884-0000	CLASSEN URGENT CARE
00735880	C	9/4/2025	Medical	0068	DEP		\$122.80	2025-232000225-0000	MERCY CLINIC OKLAHOMA
00735881	C	9/4/2025	Medical	0068	DEP		\$122.80	2025-232000226-0000	MERCY CLINIC OKLAHOMA
00735882	C	9/4/2025	Medical	0009	DEP		\$155.27	2025-232000227-0000	MERCY CLINIC OKLAHOMA
00735883	C	9/4/2025	Medical	0153	DEP		\$64.00	2025-237000813-0000	CLASSEN URGENT CARE
00735884	C	9/4/2025	Medical	0010	EMP		\$33.54	2025-232000899-0000	DR BRIAN E THATCHER
00735885	C	9/4/2025	Medical	SPEC	DEP		\$55.20	2025-232001162-0000	MCRAY DENTON VISION
00735886	C	9/4/2025	Medical	0010	EMP		\$25.56	2025-234000539-0000	CLASSEN FAMILY PRACTICE
00735887	C	9/4/2025	Medical	0329	DEP	SPEC	\$2,592.38	2025-209000084-0000	MERCY HOSPITAL OKLAHOMA
00735888	C	9/4/2025	Medical	0177	DEP	SPEC	\$9.36	2025-209001395-0000	QUEST DIAGNOSTICS
00735889	C	9/4/2025	Medical	0177	DEP	SPEC	\$18.20	2025-209001396-0000	QUEST DIAGNOSTICS
00735890	C	9/4/2025	Medical	0010	DEP	SPEC	\$199.28	2025-218000896-0000	MERCY CLINIC OKLAHOMA
00735891	C	9/4/2025	Medical	0010	DEP	SPEC	\$113.36	2025-218000897-0000	MERCY CLINIC OKLAHOMA
00735892	C	9/4/2025	Misc	0100	DEP	SPEC	\$402.50	2025-219001494-0000	MEDWATCH
00735893	C	9/4/2025	Medical	0004	DEP	SPEC	\$107.00	2025-225000143-0000	MERCY HOSPITAL OKLAHOMA
00735894	C	9/4/2025	Medical	0004	DEP	SPEC	\$3,624.40	2025-225000210-0000	MERCY HOSPITAL OKLAHOMA
00735895	C	9/4/2025	Medical	0177	DEP	SPEC	\$5.17	2025-225001290-0000	QUEST DIAGNOSTICS
00735896	C	9/4/2025	Medical	0010	DEP	SPEC	\$113.36	2025-225001749-0000	MERCY CLINIC OKLAHOMA
00735897	C	9/4/2025	Medical	0039	EMP		\$156.22	2025-233000503-0000	MERCY CLINIC OKLAHOMA
00735898	C	9/4/2025	Medical	LAB3	EMP		\$2.40	2025-237001462-0000	MERCY CLINIC OKLAHOMA
00735899	C	9/4/2025	Medical	0153	EMP		\$64.00	2025-237002445-0000	CLASSEN URGENT CARE

21 Checks Paid: \$8,050.80

21 Payments: \$8,050.80

Electronic Payments: \$0.00

0 Total Adjustments: \$0.00

Reserve Income: \$0.00



**Check Register From History**

Reporting From 9/4/2025 Thru 9/4/2025

**Master Group Grand Total**

City of Moore (70009)  
First Fidelity Bank

Total of 272 Checks Paid: \$99,260.76

Total of 0 EFT Paid: \$0.00

Total of 0 Adjustments: \$0.00

Total of 272 Payments: \$99,260.76

Reserve Income: \$0.00

\*\*\*\* END OF REPORT \*\*\*\*



# Check Register

City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Check	08/21/2025	Bibb, Michael 2050001390	Bibb, Michael Property Damage	08/19/2025 08/19/2025	151624	\$136.91	308417
<b>Total for Method</b>							
<b>Desc:</b>						<b>\$136.91</b>	<b>\$136.91</b>
<b>Total Number of Checks: 1</b>						<b>\$136.91</b>	<b>\$136.91</b>



# Check Register

City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Paper Transaction		Conner, Christopher 2050001361	CLASSEN URGENT CARE CLINIC, LLC Physician	06/13/2025 06/13/2025	151626	\$0.00	
		MILES, LYNDALL 022050000008	OU Medicine, Inc Medical	07/16/2025 07/16/2025	151626	\$0.00	
		Perkins, DAnthony 2050001346	Perkins, DAnthony Salary Continuation-No reimbursement of Temporary Total Disability	08/10/2025 08/16/2025	151625	\$0.00	
		<b>Total By - Method Desc: 3</b>			<b>Total for Method Desc:</b>	<b>\$0.00</b>	<b>\$0.00</b>



# Check Register

## City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Check							
	08/21/2025	Ellis, Charles 2050001280	Mercy Clinic Oklahoma Communities, Inc Medical	07/27/2025 07/27/2025	151626	\$153.58	308396
	08/21/2025	Combined Combined	HEALTHESYSTEMS Drug Coverage	08/12/2025 08/12/2025	151626	\$156.83	308397
	08/21/2025	Combined Combined	Integrus Ambulatory Care Corporation Physician	08/06/2025 08/06/2025	151626	\$555.77	308398
	08/21/2025	Torres, David 2050001367	DIAGNOSTIC LABORATORY OF OKLAHOMA Medical	07/17/2025 07/17/2025	151626	\$43.45	308399
	08/21/2025	Holmes, Ethan 2050001363	NORMAN REGIONAL HOSPITAL Physician	06/17/2025 06/17/2025	151626	\$106.00	308400
	08/21/2025	Pittman, Daniel 2050001206	PTMS 3.0, LLC Physician	07/24/2025 07/24/2025	151626	\$69.35	308401
	08/21/2025	Combined Combined	Ortho Central Physician	11/21/2024 11/21/2024	151626	\$1,003.86	308402
	08/21/2025	Combined Combined	Rindermann PT, PLLC Physician	08/06/2025 08/06/2025	151626	\$1,075.34	308403
	08/21/2025	MILES, LYNDALL 022050000008	OU Health Partners, Inc Medical	07/16/2025 07/16/2025	151626	\$139.84	308404
	08/21/2025	Combined Combined	RISING MEDICAL SOLUTIONS, LLC Bill Review Fees	08/06/2025 08/06/2025	151626	\$286.07	308405
	08/21/2025	Coover, Anthony 2050001194	WALKER FERGUSON & FERGUSON Legal	07/15/2025 07/31/2025	151626	\$264.00	308406
	08/21/2025	Coover, Anthony 2050001146	WALKER FERGUSON & FERGUSON Legal	07/03/2025 07/08/2025	151626	\$408.00	308407



# Check Register

City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Check							
	08/21/2025	Colston, Monroe 2050001387	WALKER FERGUSON & FERGUSON Legal	07/30/2025 07/30/2025	151626	\$180.00	308408
	08/21/2025	Colston, Monroe 2050001386	WALKER FERGUSON & FERGUSON Legal	07/30/2025 07/30/2025	151626	\$180.00	308409
	08/21/2025	Colston, Monroe 2050001384	WALKER FERGUSON & FERGUSON Legal	07/30/2025 07/30/2025	151626	\$180.00	308410
	08/21/2025	Colston, Monroe 2050001385	WALKER FERGUSON & FERGUSON Legal	07/30/2025 07/30/2025	151626	\$180.00	308411
	08/21/2025	Colston, Monroe 2050001383	WALKER FERGUSON & FERGUSON Legal	07/30/2025 07/30/2025	151626	\$180.00	308412
	08/21/2025	Colston, Monroe 2050001110	WALKER FERGUSON & FERGUSON Legal	07/30/2025 07/30/2025	151626	\$180.00	308413
	08/21/2025	Garbani, Cody 2050001322	WALKER FERGUSON & FERGUSON Legal	07/02/2025 07/23/2025	151626	\$444.00	308414
	08/21/2025	Hanson, Gary 2050001160	WALKER FERGUSON & FERGUSON Legal	07/02/2025 07/11/2025	151626	\$132.00	308415
	08/21/2025	Lockett, Ernest 2050001324	WALKER FERGUSON & FERGUSON Legal	07/01/2025 07/23/2025	151626	\$672.00	308416
<b>Total for Method</b>							
<b>Desc:</b>						<b>\$6,590.09</b>	<b>\$6,590.09</b>
<b>Total Number of Checks: 24</b>						<b>\$6,590.09</b>	<b>\$6,590.09</b>



# Check Register

City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Paper Transaction		Torres, David 2050001367	DIAGNOSTIC LABORATORY OF OKLAHOMA Medical	07/17/2025 07/17/2025	151741	\$0.00	
		Walker, Ryan 2050001382	CLASSEN URGENT CARE CLINIC, LLC Physician	08/02/2025 08/02/2025	151741	\$0.00	
		Perkins, DAnthony 2050001346	Perkins, DAnthony Salary Continuation-No reimbursement of Temporary Total Disability	08/17/2025 08/23/2025	151740	\$0.00	
		Huffman, Dale 2050001362	Huffman, Dale Salary Continuation-No reimbursement of Temporary Total Disability	08/24/2025 08/30/2025	151740	\$0.00	
		<b>Total By - Method Desc: 4</b>			<b>Total for Method Desc:</b>	<b>\$0.00</b>	<b>\$0.00</b>



# Check Register

City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Check							
	08/28/2025	Combined Combined	MCBRIDE ORTHOPEDIC HOSPITAL, LLC Physician	08/12/2025 08/12/2025	151741	\$603.56	308418
	08/28/2025	Huffman, Dale 2050001362	Centralink LLC Medical	08/21/2025 08/21/2025	151741	\$371.38	308419
	08/28/2025	Combined Combined	HEALTHSYSTEMS Drug Coverage	08/18/2025 08/18/2025	151741	\$510.90	308420
	08/28/2025	Combined Combined	Integrus Ambulatory Care Corporation Physician	08/13/2025 08/13/2025	151741	\$318.33	308421
	08/28/2025	Walker, Ryan 2050001382	CLASSEN URGENT CARE CLINIC, LLC Physician	08/02/2025 08/02/2025	151741	\$110.85	308422
	08/28/2025	Pittman, Daniel 2050001206	PTMS 3.0, LLC Physician	07/31/2025 07/31/2025	151741	\$84.57	308423
	08/28/2025	Combined Combined	Two Oaks Investments, LLC Fees including PI, IOS, background checks, EDI fees	08/26/2025 08/26/2025	151741	\$8.00	308424
	08/28/2025	Combined Combined	Rindermann PT, PLLC Physician	08/11/2025 08/11/2025	151741	\$250.76	308425
	08/28/2025	Combined Combined	RISING MEDICAL SOLUTIONS, LLC Bill Review Fees	08/13/2025 08/13/2025	151741	\$256.97	308426
	08/28/2025	Troxell, Trevor 2050001374	DENTAL SPECIALISTS OF OKLAHOMA Medical	07/16/2025 07/16/2025	151741	\$451.22	308427
	08/28/2025	Perkins, DAnthony 2050001346	VIRIBUS, LLC Medical	06/11/2025 08/22/2025	151741	\$840.00	308428
<b>Total for Method</b>							
<b>Desc:</b>						<b>\$3,806.54</b>	<b>\$3,806.54</b>
<b>Total Number of Checks: 15</b>						<b>Total Amount:</b>	<b>\$3,806.54</b>





# Check Register

City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Paper Transaction		Torres, David 2050001367	MCBRIDE ORTHOPEDIC HOSPITAL, LLC Medical	07/03/2025 07/03/2025	151847	\$0.00	
		LEONARD, MICHAEL 022050000202	Western Oklahoma Pain Specialists, LLC Physician	03/31/2025 03/31/2025	151847	\$0.00	
		Perkins, DAnthony 2050001346	Perkins, DAnthony Salary Continuation-No reimbursement of Temporary Total Disability	08/24/2025 08/30/2025	151846	\$0.00	
		Huffman, Dale 2050001362	Huffman, Dale Salary Continuation-No reimbursement of Temporary Total Disability	08/24/2025 08/30/2025	151846	\$0.00	
	08/28/2025	Pick, Jon 2050001199	Subrogation Recovery Payee Subrogation Recovery - Medical	01/19/2024 01/19/2024	151847	(\$4,200.04)	16764
<b>Total By - Method Desc: 5</b>					<b>Total for Method Desc:</b>	<b>(\$4,200.04)</b>	<b>(\$4,200.04)</b>



# Check Register

City of Moore

Method Desc	Check Date	Claim # Claimant Name	Payee Payment Type	Service From Service To	Run ID	Amount	Check #
Check							
	09/04/2025	Combined Combined	MCBRIDE ORTHOPEDIC HOSPITAL, LLC Physician	08/18/2025 08/18/2025	151847	\$975.24	308429
	09/04/2025	Combined Combined	Centralink LLC Medical	08/22/2025 08/22/2025	151847	\$382.46	308430
	09/04/2025	LEONARD, MICHAEL 022050000202	HEALTHSYSTEMS Drug Coverage	08/25/2025 08/25/2025	151847	\$22.01	308431
	09/04/2025	Combined Combined	Integrus Ambulatory Care Corporation Physician	08/20/2025 08/20/2025	151847	\$602.61	308432
	09/04/2025	Pittman, Daniel 2050001206	PTMS 3.0, LLC Physician	08/12/2025 08/12/2025	151847	\$87.69	308433
	09/04/2025	Hanson, Gary 2050001160	Two Oaks Investments, LLC Fees including PI, IOS, background checks, EDI fees	09/04/2025 09/04/2025	151847	\$2.00	308434
	09/04/2025	Turner, Colby 2050001359	HealthMark Medical Group, LLC Medical Records	07/02/2025 07/02/2025	151847	\$16.45	308435
	09/04/2025	Combined Combined	RISING MEDICAL SOLUTIONS, LLC Bill Review Fees	08/20/2025 08/20/2025	151847	\$262.61	308436
<b>Total for Method</b>							
<b>Desc:</b>						<b>\$2,351.07</b>	<b>\$2,351.07</b>
<b>Total Number of Checks: 13</b>						<b>Total Amount: (\$1,848.97)</b>	<b>(\$1,848.97)</b>

**Trustee Griffith moved to approve Consent Docket Item A-B, second by Trustee Porter. Motion carried unanimously.**

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 7:02 P.M.**

**Agenda Item Number 13 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD AUGUST 4, 2025.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2025-2026 IN THE AMOUNT OF \$139,978.99. PAGE 160

**Trustee Hunt moved to approve Consent Docket Items A-B, second by Trustee Williams. Motion carried unanimously.**

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 7:02 P.M. WITH CHAIRWOMAN HUNT PRESIDING:**

**Agenda Item Number 14 being:**

ROLL CALL

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

**Agenda Item Number 15 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JULY 21, 2025.

**Trustee Williams moved to approve Consent Docket Item A, second by Trustee Griffith. Motion carried unanimously.**

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 7:03 P.M. WITH MAYOR MARK HAMM PRESIDING:**