

**Cleveland County, OK**  
**Cleveland County Office Building**

*201 South Jones  
Norman, OK 73069  
Suite 200*



**Board of County Commissioners**  
**Meeting Minutes**

**Monday, April 13, 2026**  
**1:00 PM**

*Jacob McHughes - Chairman  
Rusty Grissom - Vice Chairman  
Rod Cleveland - Member*

<https://www.clevelandcount yok.com/>

Keri Lyles guided the group in prayer and led the pledge of allegiance.

### Meeting Called to Order

### Roll Call

**Present:** Chairman Jacob McHughes, Vice Chairman Rusty Grissom,  
and Member Rod Cleveland

Notice of the meeting was properly posted on April 10, 2025.

For purposes of this agenda "Action" means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

### Approval of Minutes

1. Discussion and possible action concerning the minutes from the Board of County Commissioners' regular meeting held on Monday, April 6, 2026.

#### [2026-04-06 Minutes](#)

A motion was made by Vice Chairman Grissom, seconded by Member Cleveland, to approve the minutes from the Board of County Commissioners' regular meeting held on Monday, April 6, 2026. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and  
Member Cleveland

**Public Comment:** No comments from the public were made during this meeting.

### Consent Items

**Chairman McHughes said that the items on the consent agenda are routine in nature and approved with a single vote. However, any item on the consent agenda is subject to individual consideration at the request of a member of the body.**

A motion was made by Chairman McHughes, seconded by Member Cleveland, to approve the consent items and noted that the section under District #1 is corrected to the Board of County Commissioners for Items 2 and 3. Item 4 is for District #1. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and  
Member Cleveland

**Clerk's Note:** District #1 is Corrected to Board of County Commissioners.

2. Discussion and/or Action regarding: City of Oklahoma City (CITY)- Mutual Cooperation Agreement pursuant to 69 O.S. §1903, et seq. It is to the mutual benefit of the citizens to enter into this agreement pertaining to grading, draining, and hard surfacing of certain streets with the CITY which are continuations or connecting links in the State or County Highway system or other project that mutually benefit the two jurisdictions, and is located within Cleveland County. This agreement will be for July 1, 2026 thru June 30,2027.

[2026-2027 INTERLOCAL AGREEMENT OKC](#)

3. Discussion and possible action regarding approval of the agreement with the City of Oklahoma City, Proj # PJ-CL-0073 for base repair and chip seal of S. Midwest Boulevard between SE 149th and SE 179th approx 2 miles.

[PJ-CL-0073 AGREEMENT APRIL 2026 4-13-26](#)

#### District #1

4. Discussion and possible action for District #1 to purchase a Landoll Trailer from Bruckner's using \$111,365.83 in ARPA funds, Proj Code 3.006, Object Code 54818 with remaining \$24, 146.17 to be paid for from District #1 Hwy Unrestricted Capital 110910-55000.

[Trailer](#)

#### County Clerk

5. Discussion, review audit, approve, or disallow blanket purchase order submitted. A report will be available for distribution at the meeting or may be obtained from the County Clerk.
6. Discussion, review audit, approve, or disallow claims for payment of Travel, Maintenance & Operations, and Capital Outlay. A report will be available for distribution at the meeting or may be obtained from the County Clerk.
7. Discussion and possible action regarding claims for Payment of Personnel Services for payroll period ending March 31, 2026.

[Payroll](#)

8. Discussion and possible action regarding the Cleveland County Clerk March 2026 Monthly Report.

[County Clerk March 2026 Monthly Report](#)

#### Assessor

9. Discussion and possible action regarding County Assessor's monthly report for the Month of March 2026.

[MARCH 2026 DEPOSIT](#)

### **Farm Market**

10. Discussion and possible action regarding approval of a new Independent Contractor Agreement (setup crew) for Brileigh McClain

[Farm Market Labor Contractor Agreement FY 27 - Brileigh Setup](#)

11. Discussion and possible action regarding approval of a DUO Capacity Building Grant for the Norman Farm Market

[DUO GRANT](#)

### **Sheriff**

12. Discussion and possible approval of the renewal agreement with Central Square for the Cleveland County Sheriff's Office. Central Square provides the jail management system currently utilized across all divisions within the Sheriff's Office. The proposed renewal will transition the system to a cloud-based platform, enhancing accessibility, reliability, and system performance. The agreement term will run from June 26, 2026, through November 25, 2026. This renewal represents a six-month prorated agreement in the total amount of \$14,157.58.

[Central Square Renewal Quote # Q-243812](#)

13. Discussion and possible action regarding the submission of the March month-end reports for the Sheriff's Official Depository General Ledger.

[March 2026 - Month End Reports](#)

### **Emergency Management**

14. Discussion and possible action regarding - Quote from UniFirst for AED supplies for \$4,472.00.

[UniFirst](#)

### **End of Consent Agenda**

### **Bid Opening**

15. Discussion and possible action regarding Bid #COM-2185 Glass replacement for 631 E. Robinson Norman, OK

[Bid 2185](#)

Keri Lyles publicly opened and named each bidder for Bid #COM-2185 Glass replacement for 631 E. Robinson, Norman, OK. A motion was made by Chairman McHughes, seconded by Member Cleveland, to accept the bids received and to postpone the decision to award or reject the bids until a later date. At that time, the purchasing department will review and tabulate the bids and present its findings to the Board of County Commissioners. COM-2185 Glass Replacement : Brady's Glass, LLC; and J & R Windows and Glass Inc. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

16. Discussion and possible action regarding Bid #COM-2190 Installation of a new air handler for the courthouse and business offices in Norman. Includes removal of the old unit and installation of a new unit and all related components. (ARPA funds)

[Bid 2190](#)

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, to accept the bids and to postpone the decisions to award or reject the bids until a later date. At that time, the purchasing department will review and tabulate the bids and present its findings to the Board of County Commissioners. COM-2190 Courthouse Air Handler : Streets, LLC; and WSM MEP Inc.

The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

17. Discussion and possible action regarding Bid #SHE-2192-One-year (1) non-encumbered contract for the purchase of ammunition for the Cleveland County Sheriff's Office. Bid term will run from May 1, 2026 to April 30, 2027.

[Bid 2192](#)

A motion was made by Chairman McHughes, seconded by Member Cleveland, to accept the bids and to postpone the decisions to award or reject the bids until a later date. At that time, the purchasing department will review and tabulate the bids and present its findings to the Board of County Commissioners.

SHE-2192 Sheriff Ammunition : Anarexus, LLC;  
Big Boys Guns Amo and Range;  
GT Distributors, Inc.; and  
Ikonick Munitions, LLC

The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**Unfinished Business:**

18. Discussion and possible action regarding Bid #HWY-2191-One (1) year non-encumbered contract for Highway and Bridge Materials for the County Commissioners. The bid term will start May 5, 2026 and end on May 4, 2027.

[Bid HWY2191](#)

Upon the recommendation of Keri Lyles, a motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to postpone the awarding or rejecting of the bids until a later date. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**Items of Business**

19. Consideration and action upon a Resolution authorizing and approving the sale of the Cleveland County Recreational and Entertainment Facility Authority's Bond Anticipation Note, Series 2026A to Clayton Holdings, LLC, a wholly owned subsidiary of Commerce Bank, as Purchaser (the "Purchaser") authorizing and approving the waiver of competitive bidding with respect to the sale of said Note to the Purchaser, and ratifying and affirming prior actions of the Board of County Commissioners taken at the March 2, 2026 Regular Meeting of the Board of County Commissioners

Upon the recommendation of David Floyd to consider the approving of this item that concerns a resolution to authorize and approve the issuance of debt by the County Recreational Entertainment Facility Authority, specifically the sale of its Series 2026A bond anticipation note to Clayton Holdings, a wholly owned subsidiary of Commerce Bank.

The note will serve as interim financing to cover a portion of project costs until permanent bond financing is secured later this year, allowing the project to move forward on schedule.

The financing has been structured as a negotiated sale rather than a competitive bid. This approach is permitted under the Oklahoma Public Trust Act, Section 176, which allows for a waiver of competitive bidding with approval from both the authority's board and the Board of County Commissioners.

Given the size of the financing, current market conditions, and the need for certainty in execution and timing, the authority determined that a negotiated sale is in its best interest.

A request for proposals was issued to various financial institutions, including state, regional, and national banks. Six bids were received and reviewed. Based on the financial advisor's (Mr. Michael Newman) recommendation, Clayton Holdings was selected due to its favorable interest rate and compliance with all required terms. The quoted rate is valid through April 13, which is why approval is being requested at this time.

The resolution also includes findings that the issuance of the note is necessary and advisable, serves a valid public purpose, and that the financing structure and method of sale comply with applicable laws.

The authority approved this action at its meeting earlier today. As the Board of County Commissioners serves both as the governing body of the authority under the Oklahoma Local Development Act and as the beneficiary under the Oklahoma Public Trust Act, final approval rests with the Board of County Commissioners.

Finally, the resolution ratifies and confirms all prior actions taken regarding the note, including those from the March 2 meeting, and authorizes moving forward with the financing.

Member Cleveland, seconded by Chairman McHughes, made a motion to approve the resolution authorizing the issuance and sale of the Cleveland County Recreational and Entertainment Facility Authority's Bond Anticipation Note, Series 2026A, to Clayton Holdings LLC, to a designated purchase without competitive bidding, as such a sale is deemed the best interests of the Authority and the County; this also includes ratifying and affirming prior actions taken by the Board of County Commissioners at its regular meeting on March 2, 2026, in the amount of \$5 million. It is recognized that the Board of County Commissioners serves both as the governing body of the authority under the Oklahoma Local Development Act and as the beneficiary under the Oklahoma Public Trust Act. Therefore, the Board of County Commissioners is the final governing body required to approve the provisions of this note.

It was noted that some misinformation had circulated suggesting the agendas were not posted. However, confirmation was obtained from the communications team that the agendas were posted in accordance with proper procedures and are available on the website for public access.

The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**No new business was presented for discussion or possible action during this meeting.**

### **Board Member Statements and Announcements**

Commissioner Cleveland said the only item he wanted to mention was a company called Rock Asphalt that produces rock asphalt. He first learned about them at the National Association of Counties conference in Philadelphia last year, where they presented their products. Since then, the company-based in Texas-has added a representative in Oklahoma and is now on a state contract. Keri from purchasing has already set them up as a vendor. He noted that the product seems promising and worth considering. It is a natural rock granite asphalt that can be used as an easy patching material. They plan to move forward and try it out to see how well it performs.

Chairman McHughes then took a moment to introduce a new county intern, James Smith, encouraging everyone to welcome him. James will be assisting Brian Wint with projects. He also shared that James recently received an award from Representative Jason Blair for his service in the Civil Air Patrol, adding that he is an impressive and promising young individual.

**Executive Session**

20. Discussion and possible action regarding **Executive Session for the purpose of the following:** Pursuant to 25 O.S. §307 (B)(4), confidential communications between a public body and its attorney, Pierce, Couch, Hendrickson, Baysinger & Green, concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

At 1:10 P.M., a motion was made by Chairman McHughes, seconded by Member Cleveland, to go into executive session. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

21. **Executive Session for the purpose of the following:** Pursuant to 25 O.S. §307 (B)(4), confidential communication between a public body and its attorney, Pierce, Couch, Hendrickson, Baysinger & Green, concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

At 1:47 P.M., Member Cleveland moved, seconded by Chairman McHughes, to return from Executive Session and there is no action taken on this item.

Ayes: 3 - McHughes, Grissom, and Cleveland.

22. **Executive Session for the purpose of the following:** Pursuant to 25 O.S. §307 (B)(1), discussion of hiring and employment of Charles Hamilton for the position of Fair Grounds Manager.

At 1:47 P.M., a motion was made by Chairman McHughes, seconded by Member Cleveland, to go into executive session. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

At 1:57 P.M., Chairman McHughes moved, seconded by Member Cleveland, to reconvene from executive session. The motion carried by the following vote:

Ayes: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**23. Action Regarding Executive Session** for the purpose of the following: Pursuant to 25 O.S. §307 (B)(1), for hiring and employment of Charles Hamilton for the Fair Grounds Manager.

A motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, that the Board proceed as discussed in executive session with the hiring of Charles Hamilton. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**Adjourn**

At 1:58 P.M., Chairman McHughes moved, seconded by Vice Chairman Grissom, to adjourn the meeting. The motion carried by the following vote:

**Aye:** 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**Board of County Commissioners  
CLEVELAND COUNTY, OKLAHOMA**

*Michel P...*

Chairman

**ATTEST:**

*Pam Howlett*

Pam Howlett, County Clerk

Minutes Prepared by:

*Lynnda Atkins*

Deputy County Clerk

