

Cleveland County, OK
Cleveland County Office Building

201 South Jones
Norman, OK 73069
Suite 200

12:10:10 PM

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COUNTY CLERK
NORMAN, OK



Printed on 5/15/2026
Pamela Howlett,
County Clerk, Cleveland County

Pam Howlett

Board of County Commissioners
Regular Meeting Agenda - Final

Monday, May 18, 2026
1:00 PM

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

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

Pam Howlett, County Clerk

Prayer and Pledge of Allegiance

Meeting Called to Order

Roll Call

Notice of the meeting was properly posted on May 15, 2026.

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 regarding approval of the Board of County Commissioners' Meeting Minutes from Monday, May 11, 2026.

[2026-05-11 BOCC Minutes](#)

Public Comment: Comments from the public will be allowed on any item listed on the agenda. Public comments will be accepted on a first come, first serve basis and are limited to two (2) minutes per person, for a total of ten (10) minutes. Individuals who wish to participate in the public comment portion of the meeting should complete a "Request to Speak" form at the beginning of the meeting and specify the agenda item they want to discuss.

Consent Items

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.

County Commissioners

2. Discussion and possible action regarding - Consideration and action upon a resolution authorizing and approving the incurring of indebtedness by the Cleveland County Educational Facilities Authority (herein the “Authority”) to be accomplished by the issuance of lease revenue bonds, notes, or other evidences of indebtedness in one or more series on a tax-exempt or taxable basis, at a premium or discount, in the aggregate principal par amount of not to exceed Ten Million and No/100 Dollars (\$10,000,000.00) to provide funds to complete the acquisition, construction, equipping, renovating, and remodeling of school buildings, acquiring school furniture, fixtures and equipment and acquiring and improving school sites related to Independent School District No. 29, Cleveland County, Oklahoma (the “District”); establish a reserve fund, if any, capitalize interest and pay costs of issuance, and all matters related thereto, including but not limited to the waiver of competitive bidding thereof; and declaring an emergency.

[BOCC Resolution Authorizing Indebtedness](#)

3. Discussion and possible action regarding - Quote for replacement security screen/TV for Commissioner's front office.

[PWMK954](#)

4. Discussion and possible action regarding - receipt of application from Jay Badry, Executive Director, on behalf of the Student Work Development Foundation, for a Certificate of Authority to establish a private cemetery at 601 84th Ave SE, Norman, OK; setting of public hearing on such application for June 1, 2026, at 1:30 P.M.; and directing that notice of public hearing be sent to the Norman Transcript to be published once a week for two consecutive weeks as required by 8 O.S. § 183.

[Private Cemetery Application](#)

5. Discussion and possible action regarding City of Norman's application for the FY 2025-2026 Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program discretionary funding for the Norman, Oklahoma Tecumseh Road Grade Separation Project

[Letter of Support Draft Norman CRISI 26](#)

6. Discussion and possible action regarding of the City of Norman's application for the FY 2025-2026 Railroad Crossing Elimination Grant Program (RCE) discretionary funding for the Norman, Oklahoma Tecumseh Road Grade Separation Project.

[Letter of Support Draft Norman RCE 26](#)

7. Discussion and possible action regarding - Acknowledge receipt of Tort Claim for Debbie Kidd regarding damage on April 15th, 2026.
[TC 2026-08](#)

8. Discussion and possible action regarding - South Central CASA of Oklahoma Inc., (CASA) - agreement to provide court-appointed special advocate services to each judicial district. In consideration for these services, Cleveland County agrees to pay an amount not to exceed a total of \$60,000.00.
[26-27 FY CASA Contract](#)

9. Discussion and possible action regarding Resolution to Support the ACOG Regional Safety Action Plan
[Resolution to Support the ACOGRSAP](#)

10. Discussion and possible action regarding AARP Community Challenge Grant Agreement to accept \$15,000 for the Aging in Place Initiative
[AARPCCommunityCHallenge](#)

11. Discussion and possible action regarding - Quote from Cory's for courtroom upgrades on ARPA Project #3.009, Object Code 54827 for \$45,036.12.
[Cory's](#)

12. Discussion and possible action regarding - Transfer of Funds/Error Correction, transfer \$8,920.71 from Emergency Rental Assistance Grant 2 (ERAG2) M&O (121120-54000) to General Fund (100) to correct all interest appropriated to ERAG2 M&O due to a rule change per the State Auditor.
[8920.71](#)

13. Discussion and possible action regarding - Transfer of Funds/Error Correction, transfer \$1,410,876.49 from American Rescue Plan Act 2021 (ARPA2021) M&O (112120-54000) and \$1,727,520.32 from ARPA 2021 Capital Outlay (112120-55000) for a total of \$3,138,396.81 to General Fund (100) to correct all interest due to a rule change per the State Auditor.
[3138396.81](#)

14. Discussion and possible action regarding - Transfer of Funds/Error Correction, transfer \$5,438.05 from Emergency Rental Assistance Grant 1 (ERAG1) M&O (111120-54000) to General Fund (100) to correct all interest appropriated to ERAG1 M&O due to a rule change per the State Auditor.

[5438.05](#)

15. Discussion and possible action regarding - Accept the report from the Cleveland County Juvenile Detention Center to include their licensing pursuant to 10A O.S. § 2-3-103.

[2026 Cleveland County Cover letter and Report](#)
[Cleveland County Detention Certificate expires 053028](#)

16. Discussion and possible action regarding - Interlocal Agreement with Independent School District #70 (AKA Little Axe Public Schools) pertaining to the creation of, maintenance of, and surfacing/resurfacing of certain streets, parking lots, roads, and driveways associated with the District's high school which are continuations or connecting links in the State or County highway system. This agreement to be effective from July 1, 2026 through June 30, 2027.

[File No. 26-1058](#)

Sheriff

17. Discussion, consideration, and possible action regarding approval of Professional Service Agreement between the Cleveland County Sheriff's Office and Gary J. James, Attorney at Law, of Gary J. James & Associates, P.C., for legal services for purposes of representation on scene of employees involved in the use of deadly force, incidents involving great bodily injury or death, preparation for interviews, and interviews surrounding those incidences as authorized by 19 O.S. § 527. This Agreement shall be effective upon execution by the last signor and shall remain in effect until June 30, 2026. Hourly fees are \$245 per hour maximum for Attorney Gary J. James, \$235 per hour maximum for Associate Attorneys and \$90 per hour maximum for Paralegals.

[Gary J. James Contract.pdf](#)

18. Discussion and possible action receipt and approval of the FY2027 Oklahoma Highway Safety Grant Award Letter. The Oklahoma Highway Safety (OHSO) Application (File #26-0039) was previously approved by the Board of County Commissioners on January 12, 2026. This grant provides funding for Cleveland County Sheriff's Office deputies to conduct overtime high-visibility traffic enforcement operations, with an emphasis on impaired driving enforcement, in support of statewide traffic safety improvement goals and the reduction of K/A (fatal and serious injury) crashes within Cleveland County. The Cleveland County Sheriff's Office has been awarded \$26,000 in overtime enforcement funding for FY2027.

[OHSO Awarded Letter and Application for FY27](#)

19. Discussion and possible action of the monthly general ledger reports for the Sheriff's Office for April 2026.

[April 2026 - Sheriff Monthly Reports](#)

20. Discussion and possible action for the Sheriff's Department to purchase two additional 2023 Chevrolet Tahoe's (unit #259 and Unit #260) from the Mustang Police Department. Unit #259 (VIN#1GNSCLED8PR266666) has approximately 26,000 miles, is equipped with emergency lights and siren, speed radar, center console, computer stand, spot light, front push-bumper, center (prisoner) divider and rear cargo divider. Vehicle declared surplus on 5/05/26, valued at \$45,000. The vehicle (Unit # 259) will be available on or after 06/05/2026. Unit #260 (VIN#1GNSCLED9PR266711) has approximately 21,000 miles, is equipped with emergency lights and siren, speed radar, center console, computer stand, spot light, front push-bumper, center (prisoner) divider and rear cargo divider. Vehicle declared surplus on 5/05/26, valued at \$45,000. The vehicle will be available on or after 06/05/2026.

[2023 Tahoe - Mustang PD Unit# 259](#)

[2023 Tahoe - Mustang PD Unit #260](#)

21. Discussion and possible action to purchase eight (8) 2024 Dodge Durango Pursuit AWD vehicles from the Kansas Highway Patrol. Each vehicle is equipped with a 5.7L V8 engine and 8-speed automatic transmission. All vehicles will include remote start, spotlight, used TVI bumpers, used interior lighting, and used siren systems. Each vehicle will have fewer than 50,000 miles and will cost \$41,325.00. These eight (8) units will replace aging vehicles currently assigned to the Transport Division.

[Kansas Highway Patrol Quote](#)

County Clerk

22. Discussion and possible action regarding increasing the County Clerk's Change Over Account balance from \$500.00 to \$700.00 due to an increase in the number of cashiers from five to seven, pursuant to the authority granted under 19 O.S. § 682.

23. Discussion and possible action regarding Public Standard PLLC, agreement between Public Standard PLLC, and Cleveland County for the Compilation of the Estimate of Needs and the Schedule of Expenditure of Federal Awards for the fiscal year ending June 30, 2026.

[Public Standard LLC](#)

24. 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.
25. 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.
26. Discussion and possible action regarding County Clerk's April's Monthly Report.

[April 2026](#)

27. Discussion and possible action regarding the Standard Service Contract for the following: Maintenance Agreement with Cleveland County Clerk and R.K. Black, Inc. for HP M602 MICR Printer ID 44528. Total Care will be \$181.33 per quarter, which includes a base of 4500 MICR black & white copies. Overage charges are at \$.0452 per copy over 4500. This rate includes all parts, labor, toner & internal consumables. Paper is excluded.

[HP M602 Renewal](#)

Treasurer

28. Discussion and possible action regarding Service Agreement for insulated fire vault door Knight TL-30 safe for \$750.00 per year

[Black Mesa Security](#)

29. Discussion and possible action regarding the Standard Contract for the following Commercial Services Agreement between the Cleveland County Clerk's Office, Cleveland County Treasurer's Office and Cox Business for July 1, 2026 through June 30, 2027 for CBI 300, 300 MBPS X 30 MBPS, Static IP Address, CBI Modem. The total of Services will be \$106.00 per month. Treasurer's Office pays even months and Clerk's office pays odd months, as this is a shared contract.

[File No. 26-1053](#)

30. Discussion and possible action regarding the Standard Contract for the following Commercial Services Agreement between the Cleveland County Clerk's Office, Cleveland County Treasurer's Office and Cox Business for July 1, 2026 through June 30, 2027 for CBI 300 300 MBPS X 30 MBPS, Static IP Address, CBI Modem. The total of Services will be \$106.00 per month. Treasurer's Office pays even months and Clerk's office pays odd months, as this is a shared contract.

[File No 26-1054](#)

31. Discussion and possible action regarding Alcohol Beverage Tax collected in April 2026 for May 2026 Distribution

Allocation of Alcoholic Beverage Tax collected in April 2026 for May 2026 as follows:

1) Etowah	\$61.86
2) Lexington	\$781.94
3) Moore	\$24,428.16
4) Noble	\$2,717.35
5) Norman	\$49,805.56
6) Slaughterville	\$1,619.52
TOTAL:	\$79,414.39

[Alcohol Beverage Tax May 2026](#)

Election Board

32. Discussion and possible action regarding County Election Board Monthly Report of Officers for April 2026

[Monthly Report of Officers April 2026](#)

Building Maintenance

33. Discussion and possible action regarding Service Agreement P/PM Services, water treating for the Detention Center

[PPM Service Agreement - Detention Center](#)

34. Discussion and possible action regarding Service Agreement P/PM Services, water treating for the Courthouse building

[PPM Service Agreement - Courthouse](#)

35. Discussion and possible action regarding Service Agreement Zion Services for Jetting Services - Detention Center

[Zion Services - Service Agreement](#)

36. Discussion and possible action regarding Contract / Service Agreement Clifford Power for PM at Courthouse, Sheriff's office, Couch Center, and Detention Center

[Contract - Clifford Power](#)

Health Department

37. Discussion and possible regarding Health Department monthly report for April.

[April 2026](#)

38. Discussion and possible action regarding Melody Bays as Requisition Officer for All Health Department Accounts. Melody Bays will replace Jackie Kanak as Alternate Requisition Officer.

[BOCC Agenda - Health - Req Officer Melody Bays](#)

39. Discussion and action regarding Cleveland County Health Department Professional Service Agreement between the Cleveland County Health Department with approval from the Board of County Commissioners for Cleveland County and Sohayla Samimi. Term of Agreement from May 18, 2026 to June 30, 2027. This agreement is to provide targeted Pregnancy Resource Navigator (PRN) and Doula related services at a rate of \$23.00 per hour for PRN services and \$28.00 per hour for Doula Services. Mileage will be reimbursed in accordance with the State Travel Reimbursement Act (STRA) which is currently \$.725 per mile. Contract should not exceed \$60,000.00.

[BOCC Agenda Request - Health - Sohayla Samimi](#)

Court Clerk

40. Discussion and possible action regarding Court clerk monthly report for April 2026.

[Court Clerk Monthly Report April 2026](#)

End of Consent Agenda

Items of Business

41. Discussion and/or possible action regarding the Amended Description of Services and Proposed Budget for funding through the County Community Safety Investment as authorized by 43A O.S. §2-312.1, et. seq.

[Amended Budget Summary.xlsx](#)

[Amended Description of proposed services.docx](#)

Unfinished Business: Discussion, Consideration and/or Action regarding the following items that were previously Accepted and Postponed.

42. Discussion and possible action regarding Bid #HWY-2194 Three (3) month non-encumbered contract to provide materials and installation of asphaltic concrete base and surface coarse (Hot Mix/Hot Laid Asphalt). The bid term will be from June 1, 2026 through August 31, 2026.

[BID HWY 2194](#)

New Business: As per 2001 25 O.S. § 311(A)(9) - "New Business" as used herein, shall mean any matter not known or which could not have been reasonably foreseen prior to the time of posting.

Board Member Statements and Announcements**Executive Session**

43. Executive Session for the purpose of the following: Discussion regarding the appointment of the Cleveland County Sheriff as authorized by 25 O.S. § 307(B)(1).
44. Action regarding Executive Session for the purpose of the appointment of the Cleveland County Sheriff as authorized by 25 O.S. § 307(B)(1).

Adjourn