MUSTANG CITY COUNCIL
MUSTANG TOWN CENTER
1201 N. MUSTANG RD.
MEETING ROOM C & D
MUSTANG, OKLAHOMA 73064

MAY 11, 2015
6:30 P.M.

AGENDA
SPECIAL MEETING

A. **CALL TO ORDER**

B. **ROLL CALL**

C. **DISCUSSION ITEMS**

1. **Discussion** regarding Presentation of Quarterly Financial Statements at City Council meetings.

2. **Discussion** regarding Cox Franchise Agreement.

3. **Discussion** regarding Oklahoma Municipal Assurance Group Annual Elections.

4. **Discussion** regarding appointments to Various Boards and Commissions.

5. **Discussion** regarding Automated Teller Machine ("ATM") to be Placed at the Mustang Town Center.

6. **Discussion** requested by Councilor Schweinberg regarding use of Staff Resources when responding to Requests for Information.

7. **Discussion** regarding Code of Ethics.

8. **Discussion** regarding Selection of Date for New Council Orientation.

9. **Discussion** regarding Resolution of Support for Detachment of Land within the Oklahoma City City limits.

D. **ADJOURNMENT**

C.1.

TO: **THE HONORABLE MAYOR AND COUNCIL**
CITY OF MUSTANG

FROM: **TIMOTHY ROONEY**
CITY MANAGER

RE: **QUARTERLY FINANCIAL STATEMENTS**

DATE: May 5, 2015

BACKGROUND:
Former Councilor Taylor had requested that staff place the Quarterly Financial Statements on the City Council agenda for review by Ms. Watts. Prior to Ms. Watts' return to Mustang, Financial Statements were never provided the City Council on a regular basis or to the public.

Upon my arrival in Mustang, I include the Quarterly Financial Reports in the City Manager's Report. The City Manager's Report is a public document, is provided to the City Council, and is available on the city's website for public review.

It is staff's intent to continue to include the Quarterly Financial Reports in the City Manager's Report, but will no longer be placing the "Review of the Quarterly Financial Reports" on the City Council agenda. Should the City Council have any questions regarding these reports, the Council can always present those questions under "Report from Councilors."

ITEM C.2 – Information will be provided at the meeting.

C.3

TO: THE HONORABLE MAYOR AND COUNCIL
CITY OF MUSTANG

FROM: TIMOTHY ROONEY
CITY MANAGER

RE: OKLAHOMA MUNICIPAL ASSURANCE GROUP
ANNUAL ELECTIONS

DATE: April 27, 2015

BACKGROUND:
The City of Mustang is a member of the Oklahoma Municipal Assurance Group (OMAG). OMAG was formed in 1977 by cities and towns needing life and health coverage for their employees. As the members needs have changed through the years, they have added liability, workers' compensation and property coverage to their available plans. The City of Mustang utilizes OMAG as its insurer for its general liability, auto liability, public official bond (City Manager, City Clerk, and City Treasurer), and physical property. OMAG is an organization owned and governed by the member cities and towns it serves.

Each year, OMAG conducts elections for positions on their Board of Trustees. The OMAG Board of Trustees consists of 7 members. This year, the City of Mustang is asked to elect two members to the Board of Trustees for three year terms commencing on July 1, 2015. There are a total of seven nominees for the two available seats. The nominees are as follows:

- Bill Flanagan – Mayor, City of Claremore
- Lindsey Grigg – City Clerk, City of El Reno
- Kimberly Meek – City Manager, City of Guymon
- Mike Nunneley – Town Administrator, Town of Mannford
- Patti Shelite – Clerk/Town Administrator, Town of Fort Cobb
- Craig Stephenson – City Manager, City of Ponca City
- Mark Whinnery – City Manager, City of Drumright

The incumbents for the two available seats up for election are Ms. Shelite of Fort Cobb and Mr. Stephenson of Ponca City. Staff is not aware of any concerns regarding OMAG or the service provided on the Board of Trustees over the last three years by Ms. Shelite and Mr. Stephenson. With that in mind, staff intends to recommend that the City of Mustang cast its official ballot in favor of Ms. Shelite and Mr. Stephenson at the May 19, 2015 regular meeting of the City Council.

A complete list of the nominees with bios is attached for your information and review. Staff will place this item on the consent agenda unless concerns are expressed by the City Council at the May 11, 2015 Work Session

ATTACHMENTS:
1. Bio Information on OMAG Trustee Candidates

BALLOT

OKLAHOMA MUNICIPAL ASSURANCE GROUP
2015 Election of Two Trustees

The biographical sketch for each nominee was written by the person(s) who made the nomination. Nominees are listed in alphabetical order. YOU MAY VOTE FOR TWO (2) NOMINEES.

____ **BILL FLANAGAN, Mayor, City of Claremore.** Mayor of Claremore, (retired) CPA/Financial Specialist of 40 years. Served on City Council and Claremore Park Board 18 years. Served on Board of Trustees, Rogers State University Foundation and President/Board of Directors, Hope Harbor Children's Home. Serves as Trustee for Oklahoma Council on Public Affairs, receiving *Pillar Award*. **(The City of Claremore participates in the Municipal Liability Protection Plan and the Workers' Compensation Plan.)**

____ **LINDSEY GRIGG, City Clerk, City of El Reno.** Lindsey has been with the city for 7 years. She received her B.A. in Communications in 2008 and her M.S. in Management in 2014, both from Southwestern Oklahoma State University. Lindsey received her CMC (Certified Municipal Clerk) in 2015 and will continue to work toward her MMC (Master Municipal Clerk). **(The City of El Reno participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

____ **KIMBERLY MEEK, City Manager, City of Guymon.** Kimberly Meek is the City Manager of Guymon, Oklahoma. She has a Bachelor's degree in Business Administration and is currently working on her Master's degree. Meek is a member of the CMA, GFOA, ICMA, OMCTFOA, E911 Board, Chamber of Commerce, PREDCI and Guymon Rotary. **(The City of Guymon participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)**

____ **MIKE NUNNELEY, Town Administrator, Town of Mannford.** Mike served as a Trustee and Mayor for the Town of Granite from 1996-2000. From 2000-2005 he was Granite's first Town Administrator. Mike became the Town Administrator of Mannford in 2005. After almost 20 years, Mike truly enjoys the growth, changes and future in municipal government. **(The Town of Mannford participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

____ **PATTI SHELITE, Clerk/Town Administrator, Town of Fort Cobb.** 30+ years' experience in municipal government; serving as Clerk/Town Administrator in Fort Cobb. She's been on the OMAG Board since 1994. Patti holds the Certified Municipal Clerk and Certified Finance Administrator designations. She's served on many state task forces and committees and is a past president of the OMCTFOA. **(The Town of Fort Cobb participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan and the Workers' Compensation Plan.)**

____ **CRAIG STEPHENSON, City Manager, City of Ponca City.** Craig is a current incumbent on the OMAG Board, serving as its Secretary. He has 29 years' municipal government experience serving communities as Assistant City Manager and City Manager. Craig holds Bachelor's and Master's degrees in Political Science and has earned the ICMA Credentialed Manager designation. He is CMAO's President. **(The City of Ponca City participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

____ **MARK WHINNERY, City Manager, City of Drumright.** Mark Whinnery has been the City Manager in Drumright since October 2012. Mark served 25 years in the Air Force and retired as a Colonel. Mark has a Master's degree in Human Resources. Before serving in the Air Force, Mark worked for the New York State and Local Retirement System. **(The City of Drumright participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan and the Workers' Compensation Plan.)**

OVER TO SIGN AND ATTEST

C.4

TO: THE HONORABLE MAYOR AND COUNCIL
CITY OF MUSTANG

FROM: TIMOTHY ROONEY
CITY MANAGER

RE: APPOINTMENTS TO BOARDS AND COMMITTEES

DATE: May 5, 2015

BACKGROUND:
Yearly appointments are made to the ACOG Board and Committees after the Municipal Election. In addition to the ACOG Board, there are also necessary appointments that needs to be made to the OEMA Trust and Traffic Commission.

ACOG appointments are for the following Boards and Committees:

1) ACOG Board of Directors
2) Intermodal Transportation Policy Committee (ITPC)
3) Garber Wellington Policy Committee (GWPC)
4) 911 Association Board of Directors

Currently Mayor Adams serves as the representative and Councilor Jones is the alternate. These meetings are held in the ACOG Board Room on the last Thursday (usually) of each month (except July). The 911 Board of Directors is at 1:00 PM; the ITPC at 1:20 PM; the ACOG Board of Directors at 1:45 PM; and the GWPC at 2:30 PM.

OEMA Board of Directors regularly meets on the 2nd Thursday of each month at 6:00 PM. Councilor Hagan has served as the appointee on this Board with former Councilor Bowers serving as the alternate

Finally, there is the need to appoint one member of the City Council to the Traffic Commission. The Traffic Commission meets on 2nd Wednesday of each month at 10:00 AM if there are agenda items. Councilor Staples currently serves as the appointee.

As I recommended last year, I encourage the City Council to name a member of the staff as an alternate to both the ACOG Boards and Committees and the OEMA Board of Directors. Staff will be placing this item on the May 19, 2015 agenda for City Council action.

C5.

TO: THE HONORABLE MAYOR AND COUNCIL
CITY OF MUSTANG

FROM: TIMOTHY ROONEY
CITY MANAGER

RE: DISCUSSION OF AUTOMATED TELLER MACHINE ("ATM") TO BE PLACED AT THE MUSTANG TOWN CENTER

DATE: MAY 11, 2015

BACKGROUND:
Staff requested a proposal for an Automated Teller Machine "ATM" site at the Mustang Town Center. The strategic placement of an ATM machine is to have optimal ease of access and convenience for our citizens. Intrust Bank and Bank of Commerce stated that there may not be sufficient transactions to economically support this type of investment at this time, therefore, did not provide the City with a proposal.

Cornerstone Bank submitted a proposal to be located near the SE corner of the Library. Transaction fees will not be charged to Cornerstone Bank customers. All other customers will be charged a $2.50 transaction fee to use the ATM. The City of Mustang will receive $.50 of every $2.50 transaction income produced by the ATM on a monthly basis. Cornerstone Bank's responsibilities will be to install and operate the ATM. Construction and connection to electricity including removing curbing and widening the existing drive to a minimum of 12 feet are estimated between $60,000 to $70,000. The City of Mustang's responsibilities will be to provide electricity and Wi-Fi connection to operate the ATM, striping/arrows on the pavements to indicate traffic flow for the ATM, mow and irrigate the grass surrounding the ATM.

The agreement will be five years with an additional three, five year options to renew, for a total of 20 years. City agrees that no other ATMS will be allowed on the Town Center, Wild Horse Park, Sports fields or any other area within the City's surrounding property.

ATTACHMENTS:
Agreement

Est. 1928

CORNERSTONE BANK

CITY OF MUSTANG ATM AGREEMENT

This Agreement between the City of Mustang ("City") and Cornerstone Bank ("Bank") will outline the details of an Automated Teller Machine ("ATM") to be installed by the Bank on property owned by the City.

ATM location:
City Town Center parking lot near the SE corner of the Library.

Type of ATM to be installed:
Nautilus Hyosung touch screen

- The machine will dispense $20 bills.
- The machine will dispense cash, but will not take deposits.

Transaction fees:

- Cornerstone Bank customers will not pay a transaction fee for usage of the ATM.
- All other customers will be charged a $2.50 transaction fee to use the ATM.

City of Mustang Revenue Sharing:
The City of Mustang will receive $ .50 of every $2.50 transaction fee income produced by the ATM. The income will be paid to the City on a monthly basis.

The City of Mustang's responsibilities for the installation and ongoing operation of the ATM:

- The City will provide the electricity to operate the ATM.
- The City will provide wi-fi connection for operation of the ATM.
- The City will provide and maintain striping/arrows on the pavement to indicate traffic flow for the ATM.
- The City will mow and irrigate the grass surrounding the ATM on an ongoing basis.

Cornerstone Bank's responsibilities for the installation and ongoing operation of the ATM:

- The Bank will pay all costs incurred in the construction of the ATM and its connection to electricity accessed at a nearby light pole. This includes removing curbing and widening the existing drive to a minimum of 12 feet.
- The Bank will provide wiring and connection between Town Center wi-fi and the ATM.
- The Bank will stock and maintain the ATM in good working order.
- The Bank will be responsible for ongoing maintenance of the ATM.

Other Terms of Agreement:

- The initial term of the Agreement will be five years beginning on the date the ATM is open for business, with an additional three, 5 (five) year options to renew, for a total of 20 years.
- City agrees that no other ATMs will be allowed on the Town Center, Wild Horse Park, Sports fields or any other area within the City's surrounding property.
- The architectural design of the ATM will be consistent with the existing design of Mustang Town Center, and the final design will be approved by the Bank and by the City.
- Bank logo and other Bank marketing will be prominently displayed on the ATM.

Acknowledgment:

____________________	________	____________________	5-7-15
Jay Adams Mayor City of Mustang	Date	Danny Lawson Market President Cornerstone Bank	Date

C.6.

TO: THE HONORABLE MAYOR AND COUNCIL
CITY OF MUSTANG

FROM: TIMOTHY ROONEY
CITY MANAGER

RE: USE OF STAFF RESOURCES WHEN RESPONDING TO REQUESTS FOR INFORMATION

DATE: MAY 11, 2015

BACKGROUND:

At the February 17, 2015 City Council meeting, Councilor Schweinberg requested that the above item be placed on the work session agenda for discussion by the City Council – specifically as they relate to requests made by Mr. Don Mount. Additionally, Councilor Schweinberg asked for staff to review the amount of information provided to Mr. Mount, as well as the amount of staff time utilized to prepare the information.

Ms. Watts and I have reviewed the amount of time spent gathering the information, responding to, and copying the information requested by Mr. Mount. While we do not keep specific records to the time involved, both Ms. Watts and I conservatively estimate the time involved to be in excess of 40 hours but less than 50 hours.

Mr. Miller has provided a legal opinion on this item for Council review only.

Staff will be happy to answer any questions you may have on Monday evening.

ATTACHMENTS:

1. Legal opinion by Mr. Miller

C.7.

TO: THE HONORABLE MAYOR AND COUNCIL
CITY OF MUSTANG

FROM: TIMOTHY ROONEY
CITY MANAGER

RE: CODE OF ETHICS

DATE: MAY 11, 2015

BACKGROUND:
At previous work sessions, the adoption of a proposed Code of Ethics was discussed by staff and the City Council. At that time, it was believed by all involved, that there was no existing Code of Ethics adopted by the City Council and that any action regarding a Code of Ethics would be a change of direction.

Through the review of files by Ms. Martin, it was discovered that the Mustang City Council previously adopted a Code of Ethics on March 21, 2006. The Code of Ethics that was adopted by the City Council, as well as the minutes from the City Council meeting on March 21, 2006 are attached for your information and review.

According to the adopted Code of Ethics, members of boards and commissions and newly elected and appointed officials shall "sign a statement affirming they read and understand the City of Mustang Code of Ethics." With that in mind, staff will begin including the Code of Ethics and the signature affirmation with all elected and appointed officials moving forward.

Additionally, the Code of Ethics "shall be reviewed annually by the City Council, boards and commissions, and the City Council shall consider recommendations from boards and commissions and update it as necessary. With that in mind, I will be placing the existing Code of Ethics on the next work session agenda for review and discussion by the City Council.

This item was carried forward from the March Work Session to allow input from the newly elected members of the Council.

ATTACHMENTS:
1. Code of Ethics adopted by the Mustang City Council on March 21, 2006
2. Minutes from the Mustang City Council meeting of March 21, 2006

Code of Ethics
for members of
Mustang City Council,
Boards and Commissions
Adopted by the Mustang City Council
March 21, 2006

Preamble

The citizens and businesses of Mustang are entitled to have fair, ethical and accountable local government, which has earned the public's full confidence for integrity. In keeping with the City of Mustang commitment to excellence, the effective functioning of democratic government therefore requires that:

Public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government; public officials be independent, impartial and fair in their judgment and actions; public office be used for the public good, not for personal gain; and public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Mustang City Council has adopted a Code of Ethics for members of the City Council and of the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation.

1. Act in the Public Interest

Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Mustang and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the Mustang City Council, boards and commissions.

2. Comply with the Law

Members shall comply with the laws of the nation, the State of Oklahoma and the City of Mustang in the performance of their public duties. These laws include, but are not limited to: the United States and Oklahoma constitutions; the Mustang City Charter; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and City ordinances and policies.

3. Conduct of Members

The professional and personal conduct of members must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, boards and commissions, the staff or public.

4. Respect for Process

Members shall perform their duties in accordance with the processes and rules of order established by the City Council and board and commissions governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the City Council by City staff.

5. Conduct of Public Meetings

Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

6. Decisions Based on Merit

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication

Members shall publicly share substantive information that is relevant to a matter under consideration by the Council or boards and commissions, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, members shall not use their official positions to influence government decisions in which they have a material financial interest, or where they have an organizational responsibility or personal relationship, which may give the appearance of a conflict of interest.

In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts; and they shall abstain from participating in deliberations and decision-making where conflicts may exist.

9. Confidential Information

Members shall respect the confidentiality of information concerning the property, personnel or affairs of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

10. Use of Public Resources

Members shall not use public resources not available to the public in general, such as City staff time, equipment, supplies or facilities, for private gain or personal purposes.

11. Advocacy

Members shall represent the official policies or positions of the City Council, board or commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of Mustang, nor will they allow the inference that they do.

12. Policy Role of Members

Members shall respect and adhere to the council-manager structure of Mustang city government as outlined by the Mustang City Charter. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by the public, boards and commissions, and City staff.

Except as provided by the City Charter, members therefore shall not interfere with the administrative functions of the City or the professional duties of City staff; nor shall they impair the ability of staff to implement Council policy decisions.

13. Independence of Boards and Commissions

Because of the value of the independent advice of boards and commissions to the public decision-making process, members of Council shall refrain from using their position to unduly influence the deliberations or outcomes of board and commission proceedings.

14. Positive Work Place Environment

Members shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Members shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to staff.

15. Implementation

As an expression of the standards of conduct for members expected by the City, the Mustang Code of Ethics is intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions.

For this reason, ethical standards shall be included in the regular orientations for candidates for City Council, applicants to board and commissions, and newly elected and appointed officials. Members entering office shall sign a statement affirming they read and understood the City of Mustang code of ethics. In addition, the Code of Ethics shall be annually reviewed by the City Council, boards and commissions, and the City Council shall consider recommendations from boards and commissions and update it as necessary.

16. Compliance and Enforcement

The Mustang Code of Ethics expresses standards of ethical conduct expected for members of the Mustang City Council, boards and commissions. Members themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

All members of boards and commissions have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

A violation of this code of ethics shall not be considered a basis for challenging the validity of a Council, board or commission decision.

I affirm I have read and understand the City of Mustang Code of Ethics.

______________________________ ______________________________

Signature Position

____

Printed Name

Conner also stated that he would like staff to look at the drainage on Heights Drive.

Councilman Scott stated that Ward VI is doing well.

Mayor McDowell encouraged anyone who has problems to come forward or call their Councilman or the City Manager with their questions.

The Mayor also suggested if someone has issues through the grapevine to call the City Manager, the Mayor, City Council or the Police Chief. He would like people to go straight to the source so that they have the correct facts.

a. Appointment of One (1) Member to Planning Commission

MOTION was made by **Mayor McDowell**, seconded by **Councilman Gibson** to appoint **Doug Streu** to the **Planning Commission**.

AYE: Wilkerson, Gibson, Bryan, Conner, Scott
NAY: None

Councilman Bryan thanked the individuals who submitted their names for the Planning Commission. He stated that the City needs their participation and pointed out that their applications are kept on file should another appointment be needed.

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action Regarding Adopting Code of Ethics and Conduct for the City Council of Mustang and All Appointed Boards and Commissions.**

City Manager Cockrell stated that Councilman Scott asked that this item be looked into and placed on the agenda.

Councilman Scott stated that he did bring this up and he feels that any appointed official has a responsibility to serve the community with respect. We all need to be adults and grown up enough to realize that what we say will have an affect on issues. He felt that there should be a

Code of Ethics in place so that people know what to expect of their Council.

Councilman Gibson asked if he owned a home in his Ward, does he need to disclose that. The Code says "shall disclose investments, interests and real property" in accordance with the law. Also, where do you draw the line?

Mayor McDowell explained that a majority of what is already covered is governed by law.

City Attorney Miller gave examples and explained further.

Councilman Gibson stated that this, in no way as Council people or Planning Commission members, etc., says that if we know of a conflict of interest that we cannot point it out.

Councilman Scott commented that this is not going to change any laws. It is just a guideline to live by.

Mayor McDowell stated that all of these things are things that we already have covered by State Law. It will give guidelines for the Mayor when he has to call someone Out of Order, etc.

MOTION was made by **Councilman Bryan** and seconded by **Councilman Scott** to approve Item H1.

Councilwoman Wilkerson stated that she is surprised and delighted to see this and that this is a policy that she can embrace. She went on to make a comment concerning the second paragraph of the last page. This paragraph states "the chairs of boards and commissions and the Mayor" have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention. She would like to see this changed to read "All members of All Boards and Commissions" have this responsibility.

Councilman Scott stated that he has no problem changing the wording of this. He thinks that when you have a meeting, there are certain people in charge of that meeting.

Mayor McDowell stated that we are all responsible people and if anyone of us sees something that is wrong then we should all take charge of this situation. He went on to speak of Roberts Rules of Order. There has to be one person who runs the meeting and it cannot be allowed that everyone runs the meeting.

MOTION was made by **Councilwoman Wilkerson** and seconded by **Councilman Scott** to amend the original motion to read "all members of all boards will have additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention".

City Attorney Miller stated that the authority of a chairperson to run a meeting is the authority that is granted by other Ordinances. It is not consistent for a member to disrupt a meeting based on the authority of this adopted policy.

AYE: Wilkerson, Gibson, Bryan, Conner, Scott
NAY: None

Mayor McDowell stated that Council would now vote on the **Original Motion with the amendment attached**.

AYE: Wilkerson, Gibson, Bryan, Conner, Scott
NAY: None

2. **Discussion, Consideration and Possible Action Regarding Acceptance of Submittals from Engineering Firms for the Position of City Engineer, Determination of the Interview and Selection Process.**

Wilkerson stated that she is not comfortable in making a decision on an engineer. She received the information, but does not know if there is anything pressing at this time to make this decision.

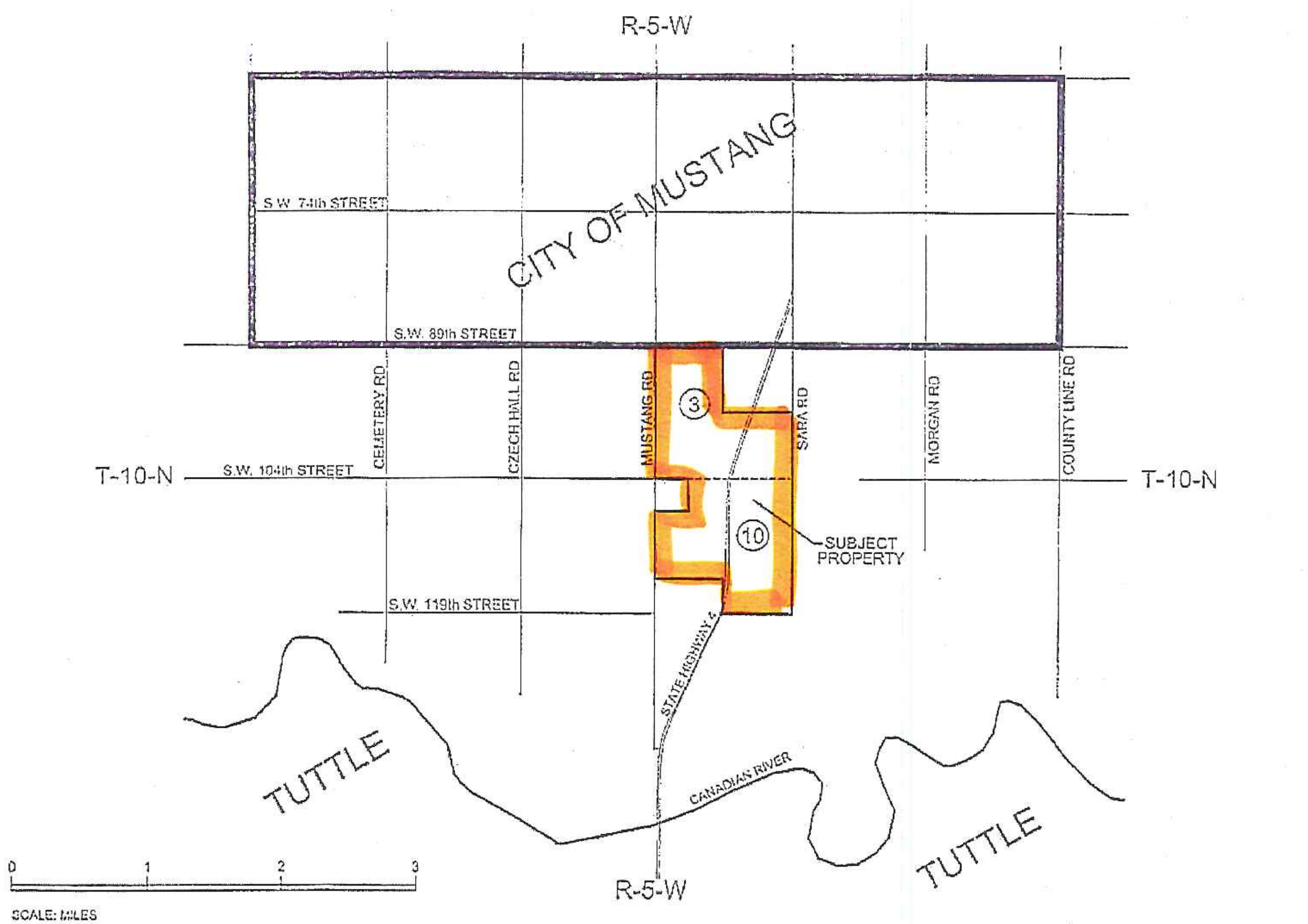
Cockrell stated that the City has an interim engineer and this item is to accept the submittals and direct staff on the selection process.

Mayor McDowell read the recommendation from staff regarding having two members from the City Council work with the City Manager to identify the top two companies. The recommendation of staff is to work with them and bring it down to two companies.

ITEM C.8 – Information will be provided at the meeting.

C.9.

MUSTANG ANNEXATION EXHIBIT



LEGAL DESCRIPTION
MUSTANG ANNEXATION PROPOSAL

Section Three (3), Township Ten (10) North, Range Five (5) West of the I.M. less and except Northeast Quarter of Section Three (3)

AND

Section Ten (10), Township Ten (10) North, Range Five (5) West of the I.M. less and except the South half (1/2) of the Southwest Quarter (1/4) of Section Ten (10) and the West half (1/2) of the North half (1/2) of the Northwest Quarter (1/4)