

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Dave Owens, Pastor, Christ Lutheran Church

C. ROLL CALL

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

F. CONSENT AGENDA

These items are considered on the Consent Agenda so that members of the City Council by unanimous consent can designate routine agenda items to be approved by one motion. If any item proposed on the Consent Agenda does not meet with approval of all Councilmembers that item will be removed and heard in regular order.

1. Approval of **11/01/16** City Council Minutes.
- *2. Claims List for **FY'17**.
3. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.
4. Approval of **Resolution No. 17-028**, making changes in the Park & Recreation Donation Fund Budget by making a Supplemental Appropriation to Increase the 2016-2017 Fiscal Year Budget by \$5,040.
5. Approval to **Deny Tort Claim** by Constance Jennings, date of incident July 24, 2016, in the amount of \$3,418.08.

G. INFORMATION/REPORTS

1. City Manager
2. City Council

H. DISCUSSION ITEMS

None.

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J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

***Items Considered Concurrently on the MIA Agenda.**

**MUSTANG CITY COUNCIL
NOVEMBER 1, 2016**

The Mustang City Council met in regular session on Tuesday, November 1, 2016, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Friday, October 28, 2016, at 11:50 a.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A Reception honoring New Chief of Police, Robert Groseclose, was held at 6:30 P.M.

A. CALL TO ORDER

Mayor Adams called the meeting to order at **7:00 p.m.**

B. PLEDGE OF ALLEGIANCE/INVOCATION (Dave Owens, Pastor, Christ Lutheran Church)

Pastor Owens led the assembly in the Pledge and Invocation. He stated the Church just finished with their Protestant Reformation Day and Picnic stating next year, the Protestant Reformation will be 500 years old on October 31st. He also stated they recently held Trunk or Treat and are now working on food baskets and activities for Thanksgiving and Christmas.

C. ROLL CALL

Councilmembers Present:	Riley
	Leete
	Grider
	Hagan
	Schweinberg
	Adams

Councilmembers Absent:	Jones
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D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

Mayor Adams recognized Oklahoma County Sheriff John Whetsel as well as former Mayor Jeff Landrith and all the Police Officers and Firefighters present this evening.

Mayor Adams requested Item G.1.a be heard at this time.

G. INFORMATION/REPORTS

1. City Manager

a. **Oath of Office** for Chief of Police Robert Groseclose

City Manager Rooney invited **Police Chief Groseclose** and his wife Rachel, and children, Callie and Seth, to the front. **Rooney** stated in his 20 years of public service, he had never seen anyone more excited to be here stating the Chief was a genuinely good individual and the City made the right choice.

City Manager Rooney swore in Chief of Police Robert Groseclose.

Chief Groseclose thanked everyone in attendance for sharing this honor with him stating it was one of the most exciting things in his life and was happy to be able to do what he loves and be able to provide for his family.

Mayor Adams directed the meeting back to "*Item D. Introduction of Guests/ Hearing of Citizens or Delegates*" asking if any Citizens or Delegates would like to address the Council.

None.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

City Manager Rooney stated additional claims had been added to the Claims List, Item F.3.

F. CONSENT AGENDA

1. Approval of **10/18/16** City Council Minutes.
2. Approval of **10/24/16** City Council Special Meeting (Work Session) Minutes.
- *3. Claims List for **FY'17**.

4. Approval of **Resolution No. 17-026**, a Resolution of the City Council of the City of Mustang Calling for a Municipal Election for Councilmembers for Wards Five and Six, for the City of Mustang, Oklahoma, Pursuant to Article 6 of the Charter of the City of Mustang, Oklahoma, and Providing for Dates for Elections and Filing Periods; Providing for Qualifications; and Providing for the Election to be Conducted by the Canadian County Election Board.
- *5. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Riley**, to approve Items F-1 through F-5 of the Consent Agenda.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams
NAY: None

G. INFORMATION/REPORTS

1. City Manager

City Manager Rooney stated he did not have anything to report in addition to the City Manager Report provided in the agenda packet and available online.

2. City Council

Mayor Adams asked the Councilmembers if they had anything to report in their respective Wards:

Councilman Riley did not have anything to report at this time.

Councilman Leete congratulated the new Police Chief, but did not have anything to report at this time.

Councilman Grider thanked everyone from his family for attending the Parks Foundation banquet stating approximately \$12,000 was raised that evening with another \$1,500 raised the next couple of days. He also thanked Parks & Recreation for another successful Spooktacular stating it was a great night and around 8,000 people attended it.

Councilwoman Hagan did not have anything to report at this time.

Councilman Schweinberg thanked Brian and Lynley Grider for all their hard work on the Parks Foundation banquet stating he enjoyed it very much.

Mayor Adams also thanked Parks & Recreation for Spooktacular stating each year it gets bigger and bigger as well as better and better.

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** regarding Approval of Municipal Lease/Purchase Agreement with RCB Bank for a Three (3) Year Lease/Purchase Agreement for Three (3) Police Vehicles.

City Manager Rooney stated the FY17 Police Department budget included funding in the amount of \$45,996.00 in the Limited Purpose Fund and \$696.78 in the Traffic Enforcement Fund for the first year lease/purchase of three police vehicles including emergency equipment and installation. He stated the City has used RCB Bank in the past stating they offered the lowest interest rate of 2.74% for a three year lease/purchase agreement.

Rooney stated the total financial impact was \$46,692.78 for FY17 with the remaining two years costing \$46,692.78 each year for a total of \$140,078.34.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to Approve the Municipal Lease/Purchase Agreement with RCB Bank for a Three (3) Year Lease/Purchase Three (3) Police Vehicles.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams

NAY: None

J. CITY ATTORNEY'S REPORT

1. **Discussion, Consideration and Possible Action** regarding *In re Linn Energy, L.L.C., et al.*, Case No. 16-60040 (DRJ), United State Bankruptcy Court, Southern District of Houston; and, proposed Executive Session as authorized by 25 Okla. Stat. §307(B)(4).
2. **Discussion, Consideration and Possible Action** to Conduct Evaluation of the Performance of the City Manager of the City of Mustang, and to consider the Renewal of the City Manager's Employment Contract, including Negotiation of Terms and Conditions of Employment and Term of Contract; and Proposed Executive Session as authorized by 25 Okla. Stat. 307(B)(1);

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MOTION was made by **Councilman Grider**, seconded by **Councilman Schweinberg** to adjourn to executive session.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams
NAY: None

TIME ADJOURNED to Executive Session: **7:14 p.m.**

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Hagan** to call the meeting back in session.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams
NAY: None

Meeting was called back in session at **7:18 p.m.**

In reference to Item J-1 –

No action was taken.

In reference to Item J-2 –

MOTION was made by **Mayor Adams**, seconded by **Councilman Grider** to Approve the City Manager's Employment Agreement dated November 1, 2016.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams
NAY: None

K. ADJOURNMENT

MOTION was made by **Councilman Grider**, seconded by **Councilman Schweinberg**, to adjourn.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams
NAY: None

The meeting was adjourned at **7:25 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 MAYOR AND COUNCIL						
17-0092	01-W0001	WHEATLEY, SEGLER, OSBY & MILEGAL SERVICES		11/2016	201611094243	3,431.23
DEPARTMENT TOTAL:						3,431.23
DEPARTMENT: 11 CITY MANAGER						
17-0023	01-A0122	ALLIANCE MAINTENANCE, INC	JANITORIAL SERVICE	11/2016	86657	675.00
17-0068	01-M0001	STAR COMMUNICATION CORPORAT	LEGAL PUBLICATIONS	11/2016	3254	66.95
17-0065	01-M0160	MUNICIPAL CODE CORPORATION	SUPPLEMENTS	11/2016	278171	700.00
17-0066	01-M0180	MUSTANG CHAMBER OF COMMER	CHAMBER LUNCHEONS	11/2016	12331	48.00
17-0070	01-M0234	MUSTANG TIMES	LEGAL PUBLICATIONS	11/2016	MT100224	100.34
17-0916	01-P0099	PRINCIPAL LIFE INSURANCE	CORETIREE INSURANCE	11/2016	201611074205	170.58
17-0913	01-T0029	WEST PUBLISHING CORPORATION	OK STATUTE 2016	11/2016	201611074225	148.42
17-0917	01-U0220	USAVISION, INC	RETIREE INSURANCE	11/2016	201611074204	39.00
17-0092	01-W0001	WHEATLEY, SEGLER, OSBY & MILEGAL SERVICES		11/2016	201611094243	636.72
DEPARTMENT TOTAL:						2,585.01
DEPARTMENT: 12 LIBRARY						
17-0243	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	11/2016	5014312984	45.96
17-0248	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR CHILDREN & TEEN	11/2016	5014307044	759.03
17-0675	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	11/2016	5014312985	370.90
17-0477	01-C0278	COX COMMUNICATIONS, INC.	MONTHLY MODEM USE	11/2016	201611084231	4.99
17-0429	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL FOR LIBRARY VAN	11/2016	NP48889164G	28.19
17-0340	01-F0121	REBECCA S. FESLER	FAMILY LEGO PROGRAMS	11/2016	201611084230	150.00
17-0242	01-M0263	MIDWEST TAPE, LLC	NON PRINT MATERIALS	11/2016	94453347	188.69
17-0247	01-M0263	MIDWEST TAPE, LLC	NON PRINT MATERIALS	11/2016	94430900	411.46
DEPARTMENT TOTAL:						1,959.22
DEPARTMENT: 13 PARKS AND RECREATION						
17-0021	01-A0114	PHIL & HELEN SCHUMINSKY	MUSSTORAGE SERVICES	11/2016	201611074207	87.00
17-0189	01-C0278	COX COMMUNICATIONS, INC.	CABLE FOR TREADMILLS	11/2016	201611074209	131.22
17-0412	01-C1562	RUTH ELAINE COUTS	BELL CHOIR LESSONS	11/2016	201611074208	45.00
17-0217	01-F0083	CHRIS DENNIS	BOUNCE INFLATABLES	11/2016	201611074213	275.00
17-0790	01-F0083	CHRIS DENNIS	INFLATABLES FOR SPOOKTACU	11/2016	201611074212	125.00
17-0853	01-F0083	CHRIS DENNIS	OBSTACLE COURSE FOR EVENT	11/2016	201611074214	375.00
17-0049	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	11/2016	NP48889164	17.08
17-0184	01-F0094	FLEETCORE TECHNOLOGIES, INC	BULK FUEL	11/2016	NP48889164E	439.78
17-0732	01-F1049	FORE WHEEL GOLF CARS, LLC	RENTAL OF GOLF CARTS	11/2016	14574	100.00
17-0903	01-H0121	TREY HALL	REFUND FOR BASKETBALL	11/2016	149194	35.00
17-0829	01-K0009	KIDS PLACE DESIGNS	REPLACEMENT PART FOR PLAY	11/2016	1400205577	329.00
17-0753	01-M0286	JIMANI VENTURES, INC	OIL CHANGE	11/2016	249058	25.99
17-0887	01-N0044	DAWN NAUBER	BASKETBALL REFUND	11/2016	149176	35.00
17-0900	01-O0035	OKLAHOMA ELECTRIC COOPERAT	ELECTRIC SERVICE	11/2016	201611074216	3,947.02
17-0888	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074222	27.99
17-0890	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074221	54.09
17-0812	01-S0156	STREET SIDE LTD. CO., INC.	LIGHTS FOR T.C. & GAZEBO	11/2016	836	725.00
17-0180	01-S0236	SWANK MOTION PICTURES, INC	MOVIES FOR SPECIAL EVENTS	11/2016	201611094238	348.00
DEPARTMENT TOTAL:						7,122.17

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15 GENERAL GOVERNMENT						
17-0021	01-A0114	PHIL & HELEN SCHUMINSKY MUSSTORAGE SERVICES		11/2016	201611074207	133.00
17-0022	01-I0015	TYLER TECHNOLOGIES, INC	UB/COURT COMPONENTS/HOST	11/2016	025-171680	250.00
17-0924	01-M0160	MUNICIPAL CODE CORPORATION	CODE OF ORDINANCES BILLIN	11/2016	278171A	250.00
17-0900	01-00035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	11/2016	201611074216	703.26
17-0915	01-01177	OK TAX COMMISSION	SALES TAX PAYABLE	11/2016	201611074206	2,039.33
17-0079	01-P0151	PITNEY BOWES EQUIPMENT MANA	LEASE PAYMENT ON MAIL MAC	11/2016	3302079215	452.73
17-0318	01-S0085	SILVER STAR CONSTRUCTION	MAINTENANCE CONTRACT	11/2016	24109	73,142.35
17-0013	01-S0093	SMART TECHNOLOGIES INC	OPERATOR SYSTEM MAINTENAN	11/2016	717136	3,179.95
17-0889	01-S0093	SMART TECHNOLOGIES INC	TREND MICRO WORRY/ACAD	11/2016	717132	2,069.15
17-0088	01-S0173	STANDLEY SYSTEMS	COPIER LEASE/USAGE	11/2016	660043	2,585.64
DEPARTMENT TOTAL:						84,805.41
DEPARTMENT: 16 TRANSFERS						
17-0063	01-L0045	LIMITED PURPOSE FUND	10% EXCESS	11/2016	201611084235	1,337.23
17-0064	01-M0210	MUSTANG IMPROVEMENT	SALES TAX TRANSFER	11/2016	201611084236	413,372.33
17-0085	01-S0205	STREET IMPROVEMENT FUND	STREET FUNDING	11/2016	201611074202	15,000.00
DEPARTMENT TOTAL:						429,709.56
DEPARTMENT: 18 TOWN CENTER						
17-0213	01-A0122	ALLIANCE MAINTENANCE, INC	CLEANING OF TOWN CENTER	11/2016	86656	4,435.00
17-0210	01-M0128	MAC FIRE SYSTEMS, INC	SERVICE CARDS	11/2016	201611074215	100.00
17-0665	01-M0128	MAC FIRE SYSTEMS, INC	ANNUAL FIRE INSPECTIONS	11/2016	115638	543.00
17-0900	01-00035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	11/2016	201611074216	8,244.79
17-0497	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	11/2016	382276608	1,492.40
DEPARTMENT TOTAL:						14,815.19
DEPARTMENT: 19 BALL COMPLEX						
17-0214	01-A0131	JAMES HILLIS	PORT A POTTIES	11/2016	17096	147.00
17-0666	01-B1019	BEN E. KEITH COMPANY	FOOD FOR CONCESSION	11/2016	63301533	334.38
17-0183	01-F0094	FLEETCORE TECHNOLOGIES, INC	BULK FUEL	11/2016	NP48889164D	347.31
17-0533	01-I1119	STEPHEN WHOLESALE CO, INC.	FOOD FOR CONCESSION	11/2016	6594348	264.14
17-0323	01-L0052	LOCKE SUPPLY CO	ZIP TIES FOR COMPLEX	11/2016	29979847-00	103.83
17-0900	01-00035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	11/2016	201611074216	2,467.68
17-0890	01-00055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074221	159.89
17-0864	01-P0163	PIONEER MANUFACTURING COMPA	FIELD PAINT FOR COMPLEX	11/2016	619873	161.40
17-0230	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	11/2016	380937375	227.50
DEPARTMENT TOTAL:						4,213.13

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 20 AQUATICS						
17-0900	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	11/2016	201611074216	459.14
17-0627	01-S9983	SUNBELT POOLS, INC	CHLORINE FOR POOL	11/2016	24976-1	230.00
DEPARTMENT TOTAL:						689.14
DEPARTMENT: 21 FINANCE						
17-0049	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	11/2016	NP48889164	9.23
DEPARTMENT TOTAL:						9.23
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
17-0152	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	11/2016	R480434	13.00
17-0146	01-F0094	FLEETCORE TECHNOLOGIES, INC	BULK FUEL	11/2016	NP48889164B	320.66
17-0143	01-00096	OKLAHOMA UNIFORM BUILDING	COLLECTION OF STATE PERMI	11/2016	201611074218	464.00
17-0737	01-V0050	CELLCO PARTNERSHIP	CELL PHONE BILL	11/2016	9774087138A	184.43
17-0825	01-X0004	JOHN RYCZKOWSKI	MOWING & CLEANING ABATEME	11/2016	201611074226	100.00
DEPARTMENT TOTAL:						1,082.09
DEPARTMENT: 41 POLICE						
17-0128	01-A0122	ALLIANCE MAINTENANCE, INC	DEPARTMENTAL CLEANING	11/2016	86658	1,370.00
17-0882	01-A0173	ASSOC. OF PUBLIC SAFETY	COMMEMBERSHIP DUES	11/2016	364677	92.00
17-0130	01-B0151	AUTO PLACE INC.	VEHICLE REPAIRS & PARTS	11/2016	8855	119.90
17-0938	01-B0219	BAILEE BOYD	MILEAGE REIMBURSEMENT	11/2016	201611094241	50.22
17-0787	01-C0232	SCHOENBERGER, MICHAEL J.	UNIFORM NEEDS FOR CHIEF	11/2016	20161674	698.88
17-0788	01-C0261	BLAINE CONDREAY	PER DIEM FOR SCHOOL	11/2016	201611074198	200.00
17-0335	01-C1118	GLOBAL BUSINESS, INC.	UNIFORM & JAIL CLEANING	11/2016	978356	266.00
17-0881	01-D0089	DAVE'S SAFE & LOCK LLC	RE-TUMBLING OF SAFE	11/2016	5554	75.00
17-0135	01-D0090	STATE OF OKLAHOMA	OLETS USER FEES	11/2016	04-1703025	350.00
17-0138	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	11/2016	NP48889129	3,450.67
17-0807	01-L0074	LYNN CARD COMPANY	CHRISTMAS CARDS	11/2016	2161020-053	108.95
17-0111	01-M0055	SANTIAGO BRENNAN'S MCDONALD	PRISONER MEALS	11/2016	7003-172	827.26
17-0109	01-M0286	JIMANI VENTURES, INC	OIL CHANGES	11/2016	248526	95.97
17-0900	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	11/2016	201611074216	3,621.89
17-0925	01-P0056	ELIZABETH PETTS	MILEAGE REIMBURSEMENT	11/2016	201611074227	52.92
17-0101	01-T0139	TRANSCRIPT PRESS	BUSINESS CARDS	11/2016	49362	29.28
17-0100	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	11/2016	9774347363	929.31
DEPARTMENT TOTAL:						12,338.25

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 42 ANIMAL CONTROL						
17-0138	01-F0094	FLEETCORE TECHNOLOGIES,	INCFUEL CHARGES	11/2016	NP48889129	90.83
17-0100	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	11/2016	9774087138	32.13
DEPARTMENT TOTAL:						122.96
DEPARTMENT: 51 FIRE						
17-0912	01-A0198	RE-MAN SHACK INC IV	12 VOLT BATTERY	11/2016	32197	284.97
17-0123	01-C1012	JOHN I. GARCIA	LAWN SPRAYING	11/2016	47202	135.00
17-0759	01-F0094	FLEETCORE TECHNOLOGIES,	INCFUEL FOR VEHICLES	11/2016	NP48889163	769.92
17-0693	01-G0195	GUEST SERVICES	MEALS FOR NFA	11/2016	194637	164.50
17-0888	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074222	1,261.61
17-0886	01-O0160	OKLA STATE FIREFIGHTERS ASS	MEMBERSHIP DUES	11/2016	201611074224	1,456.00
17-0871	01-Q0010	QUILL CORPORATION	OFFICE SUPPLIES	11/2016	70752355	59.96
DEPARTMENT TOTAL:						4,131.96
DEPARTMENT: 61 STREETS						
17-0884	01-C0010	CKENERGY ELECTRIC COOPERATIE	ELECTRIC SERVICE	11/2016	201611074210	1,861.11
17-0900	01-O0035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	11/2016	201611074216	990.82
17-0888	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074222	13,138.05
17-0899	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074219	64.44
17-0933	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611094242	127.28
DEPARTMENT TOTAL:						16,181.70
FUND TOTAL:						583,196.25

FUND: 05 - PARK IMPROVEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
17-0498	01-C0118	CALLAHAN CONTRUCTION, INC. COVERS FOR BLEACHERS		11/2016	110416	20,000.00
DEPARTMENT TOTAL:						20,000.00
FUND TOTAL:						20,000.00

FUND: 07 - LIBRARY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 07		ADMINISTRATION				
17-0898	01-G0030	GENERAL FUND	SALARIES FROM TRUST AUTH	11/2016	201611074196	16,200.00
17-0776	01-P0124	THE PENWORTHY COMPANY	TITLES FOR YOUTH COLLECTI	11/2016	521306	5,256.18
DEPARTMENT TOTAL:						21,456.18
FUND TOTAL:						21,456.18

FUND: 14 - STREET/DRAINAGE IMP

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 14		ADMINISTRATION				
17-0318	01-S0085	SILVER STAR CONSTRUCTION	MAINTENANCE CONTRACT	11/2016	24131	94,225.24
17-0549	01-S0085	SILVER STAR CONSTRUCTION	ASPHALT REPLACEMENT	11/2016	24168	6,943.10
DEPARTMENT TOTAL:						101,168.34
FUND TOTAL:						101,168.34

FUND: 39 - LIMITED PURPOSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 18		TOWN CENTER				
17-0812	01-S0156	STREET SIDE LTD. CO., INC. LIGHTS FOR T.C. & GAZEBO		11/2016	836	4,125.00
DEPARTMENT TOTAL:						4,125.00
DEPARTMENT: 19		BALL COMPLEX				
17-0498	01-C0118	CALLAHAN CONTRUCTION, INC. COVERS FOR BLEACHERS		11/2016	110416	28,384.00
DEPARTMENT TOTAL:						28,384.00
FUND TOTAL:						32,509.00

FUND: 69 - RISK MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
17-0939	01-00206	OK WORKERS COMPENSATION COMOWN RISK PERMIT FEE		11/2016	201611094240	1,000.00
DEPARTMENT TOTAL:						1,000.00
FUND TOTAL:						1,000.00
GRAND TOTAL:						1,567,515.99

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. **ITEM NO.** F-3
2. **MEETING DATE:** November 15, 2016
3. **TITLE:** Approval to turn past due library accounts over to collection agency.
4. **COUNCIL ACTION:** Approve/Deny
5. **INITIATOR:** Janet Watts, Finance Director
6. **BACKGROUND:**
The attached library accounts are past due and need to be sent to collections.
The total balance is \$864.20 collection agency fees.
7. **FINANCIAL IMPACT:**
Inventory loss of \$864.20
8. **STAFF COMMENTS:** Recommend Approval
9. **STAFF SOURCE:** Desiree Webber, Library Director
10. **CITY ATTORNEY COMMENTS:**
11. **RESOLUTION/ORDINANCE NO.** N/A

Council Copy
Accounts Sent to Collections
for October, 2016

	A	B	C	D	E
1	Acct #	NAME/RESPONSIBLE PARTY	CITY, STATE, ZIP	BOOK BALANCE	
2	0052974	Krista Heilpern	Mustang, OK 73064	\$71.84	
3	0068803	Larry Pringle	Yukon, OK 73099	\$66.94	
4	0067946	Kara Lanier	Mustang, OK 73064	\$76.39	
5	0068497	Gabrielle Macallister	Mustang, OK 73064	\$62.85	
6	0068671	Jane Peitz	Oklahoma City, OK 73128	\$62.31	
7	0068477	Ashley Dawn Siluk	Yukon, OK 73099	\$130.85	
8	0044376	Cora Suter-Chambers	Mustang, OK 73064	\$68.84	
9	0064226	Kendra Ashcraft	Mustang, OK 73064	\$107.18	
10	0068665	Mallissa Brown	Yukon, OK 73099	\$217.00	
11					
12					
13					
14					
15			TOTAL FOR INDIVIDUALS	\$864.20	
16					
17			TOTAL FOR ILL	0.00	
18					
19			OVERALL TOTAL	864.20	
20					
21					
22					
23					
24					
25					
26					
27					

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. ITEM NO. F-4

2. MEETING DATE: November 15, 2016

3. TITLE: Discussion, Consideration and Possible Action to Approve Resolution No. 17-028 for a Budget Supplemental in the Park & Recreation Donation Fund for Fiscal Year 2016-2017.

4. COUNCIL ACTION: Approve/Deny

5. INITIATOR: Jean Heasley, Assistant Parks and Recreation Director

6. BACKGROUND:

The Parks and Recreation Department received donations from area businesses for programs and activities.

A supplemental appropriation to increase the Park & Recreation Donation Fund in the amount of \$5,040 to be appropriated in fiscal year 2016-2017.

7. FINANCIAL IMPACT:

8. STAFF COMMENTS:

9. STAFF SOURCE: Jean Heasley, Assistant Parks & Recreation Director

10. ORDINANCE /RESOLUTION NO. 17-028

RESOLUTION NO. 17-028

A RESOLUTION TO MAKE CHANGES IN THE PARK & RECREATION DONATION FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2016-2017 FISCAL YEAR BUDGET BY \$5,040.

WHEREAS, The Parks and Recreation Department received \$5,040;

WHEREAS, the Council desires to appropriate funds;

NOW THEREFORE, BE IT RESOLVED, by the Council that the following supplemental appropriation be made:

SUPPLEMENTAL APPROPRIATION

Revenues:	
Donation (11-45100)	\$5,040
Expenditures:	
Adult Programs (11-500- 5301)	\$ 600
Special Events (11-500-5302)	<u>\$4,440</u>
Total	<u>\$5,040</u>

This is to certify that the above and foregoing Resolution was dully **ADOPTED** and **APPROVED** by the Mayor and City Council this **15th day of November, 2016**

Mayor

ATTEST:

City Clerk

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. F-5
2. MEETING DATE: November 15, 2016
3. TITLE: Approval to deny Tort Claim by Constance Jennings, date of incident July 24, 2016, in the amount of \$3,418.08.
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Lisa Martin, City Clerk
6. BACKGROUND:

Claimant, Constance Jennings, submitted this tort claim October 15, 2016, stating the City's sewage main was backed up and caused contaminated sewage to flood her house. Claim was submitted to the Oklahoma Municipal Assurance Group (OMAG) who investigated the claim and recommended it be denied, stating they found no liability on the City's part regarding this incident. OMAG stated Oklahoma law has consistently held that a municipality is not an insurer of its sanitary sewer system meaning that a municipality is not automatically liable for damages to property which result from a sewage backup. They stated a municipality may be liable only if it had prior notice of a defect or problem in the sewer line and failed to take appropriate remedial action within a reasonable time before the damage occurred. The claimant will have 180 days after notification of denial to file any lawsuit.
7. FINANCIAL IMPACT:
8. STAFF COMMENTS: Recommend Approval
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE NO.



November 3, 2016

City of Mustang
Attn: Lisa Martin
1501 N. Mustang Road
Mustang, OK 73064

RE: Member : City of Mustang
Claimant : Constance Jennings
Date of Loss : 7/24/2016
Claim No. : 202726-ME

Dear Ms. Martin:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of Mustang that this claim be denied. We find no liability on the City's part regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec. 157(A), this claim will be deemed denied ninety (90) days after it was received by the City of Mustang. 51 Okla. Stat. Sec. 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim.

Thus to begin the 180-day statute of limitations prior to 1/22/17, you must deny this claim in writing before 1/22/17. For the 180-day period to start running, the claimant **must be notified at the address on the claim within five (5) days of the denial**. To document compliance with the Act, we recommend that you send notice of denial of this claim by certified mail.

Please advise us as soon as possible of any official action taken by you on denial of this claim.

Sincerely,

Mary Ellis, CPCU, AIC
Claims Supervisor



November 4, 2016

Constance Jennings
P.O. Box 147
Cape Canaveral, FL 32920

RE: Member : City of Mustang
Claimant : Constance Jennings
Date of Loss : 7/24/2016
Claim No. : 202726-ME

Dear Ms. Jennings:

As the adjuster for the Oklahoma Municipal Assurance Group, the insurer for the City of Mustang, we are recommending denial of this claim and find no liability on the City of Mustang's part.

Oklahoma law has consistently held that a municipality is not an insurer of its sanitary sewer system. This means that a municipality is not automatically liable for damages to property which result from a sewage backup. A municipality may be liable only if it had prior notice of a defect or problem in the sewer line and failed to take appropriate remedial action within a reasonable time before the damage occurred.

Our investigation indicates that the cause of this sewer backup was grease and roots and the City had no notice of this problem prior to the sewer backup at 612 W. Linden, Mustang, Oklahoma.

Therefore, we have determined that the City of Mustang was not negligent in its maintenance of the sanitary sewer line. Accordingly, while we regret the inconvenience and distress involved in the clean up, we do not believe that state law authorizes us to pay for these damages on behalf of the City of Mustang.

Sincerely,

Mary Ellis, CPCU, AIC
Claims Supervisor

cc: City of Mustang ✓

A. CLAIMANT REPORT

To the CITY OF MUSTANG, OKLAHOMA

Public entity you are filing this claim against.

PLEASE PRINT OR TYPE AND SIGN

IMPORTANCE NOTICE: The filing of this form with the City Clerk's office is only the initial step in the claim process and does not indicate in any manner the acceptance of responsibility by the City or its related entities. Written notice is required by law and shall be filed with the City Clerk within one (1) year from the date of occurrence. It will then be sent to OMAG Claims and they will contact you. Failure to file within such time frame may result in the claim being barred. This claim may apply (See Oklahoma Statutes Title 51, Section 151-172)

CLAIMANT(S) CONSTANCE JENNINGS CLAIMANT(S) SOCIAL SECURITY [REDACTED]
 ADDRESS PO BOX 147 CLAIMANT(S) DATE OF BIRTH [REDACTED]
CAPE CANAVERAL, FL 32920 PHONE: HOME () [REDACTED]

Continue on another sheet if needed for any information requested)

- DATE AND TIME OF INCIDENT 7-24-2016) a.m. (1600) p.m.
- LOCATION OF INCIDENT 612 WEST LINDEN DRIVE MUSTANG, OKLAHOMA 73064
- DESCRIBE INCIDENT CITY OF MUSTANG SEWAGE MAIN WAS BACKED UP AND CAUSED CONTAMINATED SEWAGE TO FLOOD MY HOUSE.
SEE ATTACHED TIME LINE OF EVENTS

4. LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES:

BODILY INJURY: WAS CLAIMANT INJURED? YES NO X If yes, complete this section
 Describe injury N/A

WERE YOU ON THE JOB AT THE TIME OF INJURY? YES NO X If so, please give name, address and phone number of company

NAME OF DOCTOR OR HOSPITAL N/A

ALL MEDICAL BILLS (attach Copies) \$ N/A
 LIST OTHER DAMAGES CLAIMED \$ N/A
TOTAL BODILY INJURY \$ N/A

PROPERTY DAMAGE: Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.

VEHICLE NAME N/A BODY TYPE N/A YEAR N/A

NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required.

IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS 612 WEST LINDEN DRIVE FLOODED WITH CONTAMINATED SEWAGE FROM CITY OF MUSTANG SEWAGE LINE BACKUP

PROPERTY DAMAGE (Attach repair bills or two estimates) \$ 3418.08
 LIST OTHER DAMAGES CLAIMED \$ 0
TOTAL PROPERTY \$ 3418.08

5. NAME OF YOUR INSURANCE CO.	POLICY NO.	AMOUNT CLAIMED	AMOUNT RECEIVED
<u>FARMERS</u>	<u>91292-42-69</u>	<u>0</u>	<u>0</u>

6. The names of any witnesses known to you.

SEE ATTACHED

Name	Address	Phone Number
Name	Address	Phone Number

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM.

TOTAL CLAIM \$ 3418.08

SIGNATURE(S)

DATE

Constance Jennings

10-15-16

B. THIS SECTION IS FOR USE BY THE PUBLIC ENTITY WHICH RECEIVES THE CLAIM

To inquire about this claim you may write to OMAG Claims Dept. or call 1-800-234-9461; or in Edmond call 657-1400

This Notice of Tort Claim was received by Lisa Martin
(Title) City Clerk, on October 24, 20 16

For further information on this claim contact Dennis Merrill
(Title) Severn Trent, Proj. Mgr., by telephone at (405) 376-7710

The following reports, statements or other documentation, which support our understanding of the facts relating to this claim, are attached:

Persons who have knowledge of the circumstances surrounding this claim are:

	<u>Name</u>	<u>Title/Position</u>	<u>Telephone</u>
1.	<u>Dennis Merrill</u>	<u>Proj Mgr, Severn Trent</u>	<u>405-376-7711</u>
2.			
3.			
4.			

Submitted by: Lisa Martin Date Oct. 24, 20 16

Title: City Clerk

AFTER THE PUBLIC ENTITY HAS RECEIVED THIS CLAIM, PLEASE PROVIDE INFORMATION REQUESTED ABOVE AND IMMEDIATELY SEND TO:

**OMAG Claims Dept.
3650 S. Boulevard
Edmond, OK 73013-5581
Fax (405) 657-1401**

COST OF SEWAGE DAMAGE TO 612 W LINDEN DRIVE
MUSTANG, OK 73064

7-24-16	MR ROOTER DRAIN SERVICE	\$154.50
7-25-16	HANDYMAN SERVICES	
8-3-16	CK #1579	\$175.00
7-26-16	CARPET MEASUREMENT	\$35.00
7-28-16	CARPET & WATER EXTRACTIO	\$515.00
8-6-16	VINYL & WATER EXTRACTION	\$465.00
8-10-16	CARPET AND PAD REPLACEME	\$1,218.13
8-11-16	LOSS RENT	\$435.42
	7-24-16 THRU 8-10-16	
	\$725 DIVIDED BY 31 DAYS = \$24.19 PER DAY	
	TIMES 18 =	
8-10-16	INSTALLATION OF BACK FLOW	\$400.00
9-19-16	PHOTOS	\$20.03
	TOTAL	\$3,418.08

ADDITIONAL DOCUMENTS INCLUDED

THE DOCUMENTATION FOR NEW CARPET INSTALLATION
JUST BEFORE THIS TENANT TOOK POSSESSION OF
612 LINDEN DRIVE MUSTANG, OK

THE ESTIMATE FOR SEWAGE EXTRACTION BY
STANLEY STEAMER (NATIONWIDE VENDOR)
FOR TWICE THE COST EXPENDED BY THE OWNER
THE OWNER'S DILLIGENCE REDUCED THE AMOUNT OF
THIS CLAIM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. NEW BUSINESS
- D. CONSENT AGENDA

These items are considered on the Consent Agenda so that members of the Improvement Authority by unanimous consent can designate routine agenda items to be approved by one motion. If any item proposed on the Consent Agenda does not meet with approval of all Trustees that item will be removed and heard in regular order.

- 1. Approval of **11/15/16** MIA Minutes
- *2. Claims List for **FY'17**

- E. INFORMATION/REPORTS

- 1. Trustee Manager
- 2. Trustees

- F. DISCUSSION ITEMS

None.

- G. ADJOURNMENT

*Items Considered Concurrently on the City Council Agenda.

**MUSTANG IMPROVEMENT AUTHORITY
NOVEMBER 1, 2016**

The Mustang Improvement Authority met in regular session on Tuesday, November 1, 2016, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Friday, October 28, 2016, at 11:50 a.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Chairman Adams called the meeting to order at **7:25 p.m.**

B. ROLL CALL

Trustees Present: Riley
Leete
Grider
Hagan
Schweinberg
Adams

Trustees Absent: Jones

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **10/18/16** MIA Minutes
- *2. Claims List for **FY'17**
- *3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.

MOTION was made by **Trustee Grider**, seconded by **Trustee Schweinberg**, to approve Items D-1 thru D-3 of the Consent Agenda.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams

NAY: None

E. INFORMATION/REPORTS

1. Trustee Manager

City Manager Rooney stated Veterans Day was next Friday, November 11th, therefore, agenda packets will go out on Thursday, Nov. 10th.

2. Trustees

None.

F. DISCUSSION ITEMS

None.

G. ADJOURNMENT

MOTION was made by **Trustee Grider**, and seconded by **Trustee Schweinberg**, to adjourn.

AYE: Riley, Leete, Grider, Hagan, Schweinberg, Adams

NAY: None

Meeting was adjourned at **7:26 p.m.**

Jay Adams, Chairman

Attest:

Lisa Martin, Secretary

FUND: 68 - IMPROVEMENT AUTHORITY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 68 GENERAL GOVERNMENT						
17-0029	01-B0024	BANCFIRST	2014B BOND PAYMENT	11/2016	201611074200	17,930.40
17-0032	01-B0024	BANCFIRST	2014A BOND PAYMENT	11/2016	201611074199	189,990.84
17-0034	01-B0120	BOND FUND	4TH PENNY EXCESS	11/2016	201611084233	16,695.37
17-0840	01-C0108	COWAN GROUP ENGINEERING, LLC	9TH STREET IMPROVEMENTS	11/2016	2686	31,082.94
17-0051	01-G0030	GENERAL FUND	TRANSFER OPERATING FUNDS	11/2016	201611074201	230,000.00
17-0022	01-I0015	TYLER TECHNOLOGIES, INC	UB/COURT COMPONENTS/HOST	11/2016	025-171680-	192.00
17-0062	01-L0045	LIMITED PURPOSE FUND	3RD PENNY EXCESS	11/2016	201611084234	73,408.20
17-0084	01-S0205	STREET IMPROVEMENT FUND	12.5% FRANCHISE FEE	11/2016	201611074203	13,000.00
DEPARTMENT TOTAL:						572,299.75
DEPARTMENT: 72 WATER						
17-0900	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	11/2016	201611074217	13,906.19
17-0888	01-00055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074223	17,668.05
17-0930	01-00055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611084232	121.63
17-0235	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	11/2016	14344	90,274.90
DEPARTMENT TOTAL:						121,970.77
DEPARTMENT: 75 SEWER						
17-0884	01-C0010	CKENERGY ELECTRIC COOPERATIVE	ELECTRIC SERVICE	11/2016	201611074211	247.75
17-0289	01-H0098	HCCCo., LLC	WWTP IMPROVEMENTS	11/2016	7	61,750.00
17-0900	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	11/2016	201611074217	872.00
17-0888	01-00055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074223	223.62
17-0899	01-00055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611074220	42.70
17-0235	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	11/2016	14344	50,779.63
DEPARTMENT TOTAL:						113,915.70
FUND TOTAL:						808,186.22