

**MUSTANG CITY COUNCIL / MIA
BUDGET SESSION
MAY 14, 2012**

The Mustang City Council met in a Special Budget Session on Monday, May 14, 2012 at 6:00 p.m. in the Mustang Police Department Community Room. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on May 10, 2012 at 8:55 a.m. in compliance with the Open Meeting Law, 25 O.S., Section 302, et. seq.

A. CALL TO ORDER

Vice-Mayor Hagan called the meeting to order at 6:00 p.m.

B. ROLL CALL

Councilmembers Present:	Taylor
	Grubbs
	Bowers
	Jones
	Hagan
	Mount

Councilmembers Absent:	Adams (in at 6:10 and out at 6:30)
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C. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** Regarding the Proposed Annual Operating Budget for **FY 2012-2013** for the City of Mustang / MIA.

Rutledge asked if anyone had any questions pertaining to the last meeting.

Councilman Mount stated that he could not recognize the numbers in the newspaper compared to his budget book.

Heather Campbell stated it is \$49,000,000 because of all the funds. Tabs 1-16 are all in the General Fund. The General Fund itself is \$20,000,000. Every tab on the left is a different fund. If you add up each tab the total is \$49,000,000. She will be presenting the budget on June 5th at the Council meeting for approval.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 2

PARKS AND RECREATION

\$22,000	Paving Old City Park (includes curbing, etc.)
\$ 6,000	Fountain in Elliott Park
\$ 5,000	Benches and picnic tables
\$15,000	Stamped Concrete on East Side with Landscaping
\$150,000	Soccer Field Bathrooms
\$114,000	Bleachers

Battles stated that the Soccer Field Bathrooms will be a replica of the Softball Field Bathrooms. There may be a few little tweaks due to the demographics or the layout of the fields.

Rutledge stated that right now at the Soccer Fields they are using porta-potties and they do not look very good. These new restrooms will make the area pop.

Battles stated that Soccer continues to grow and we continue to meet their needs. We will probably put up a fence after the Soccer Fields are complete. The reason for the fence is we have people that will go out after dark and try to do donuts and tear up the fields.

Councilwoman Bowers asked if the restrooms will be left open all the time.

Rutledge replied that we have tried to leave them open 24 hours a day but we have had issues with people trying to sleep in them. We have also had kids hanging around them late at night and the damage has been excessive.

Battles stated that since the bathrooms have been open we have had fourteen (14) incidences of graffiti inside the bathrooms.

Battles reported on the \$114,000 for Bleachers. We could have ordered the bleachers assembled for about double the money, but we were not interested in that. We have the man power to put these bleachers together ourselves but it will take a while to do this.

Rutledge stated that everything that we have listed here will not be done the first day of July. It will be spread out over the course of this next fiscal year.

Councilman Grubbs asked for an overview of anything that Battles requested that may have been cut back on.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 3

Battles replied there was \$30,000 in repairs for the Town Center Roof. We have had four estimates at this time. Salazar and Robins were the lowest estimates. Robins suggested a complete change over but we were a little hesitant with this because it would run in the mid \$30's range. Salazar said they could do a patch and repair and their estimate was a little over \$28,000. Insurance has been out four times and they have awarded us with \$350. The roof repair is pretty critical because of all the leaks in all areas of the Town Center.

Rutledge stated if we just do the patch and repair we could take the cost out of this fiscal year's budget instead of the new fiscal year's budget.

Councilwoman Hagan stated that she would apply her allocated \$5,000 towards this project. The Town Center is our crown jewel and we need to take care of this building.

Councilman Grubbs stated that if the repair cannot come out of this budget then it definitely needs to be included in the next budget year. Water damage is the worst thing that we could have.

Councilman Taylor asked about the outdoor movie system.

Rutledge stated that they held off on this because they do not have room to store this system.

Battles reported that the movie system was coupled with the sound system and they felt it was better to wait with the sound system until after the expansion projects were complete.

Battles went on to explain the \$24,999 for a camera system. This is a major need due to the traffic that we have. We need to make sure that our citizens and our employees are safe. This dollar amount is a quote from Security Solutions but he would like to go back out and get more quotes.

AQUATICS

Battles went on with the Aquatics budget. He explained the need for a slide awning. This awning will provide shade for the lifeguard and the patrons. The amount for the awning is \$2,000. This is the third year that he has requested this for the budget. This is the first year that it has been approved.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 4

CITY HALL

Rutledge stated that there is \$25,000 for City Hall Maintenance. We need to paint the walls and other work because it is now six years old.

Rutledge stated that he has \$45,000 for a generator at the City Hall Building. The storm we had recently that took out the power on SW 59th Street was a good wake up call for us. We had to rent a generator to keep the electricity to City Hall. We cannot be without electricity for City Hall.

COMMUNITY DEVELOPMENT

Robert Coleman, Community Development Director, stated that they are behind on the code adoption. We are under the International Codes and some of them were adopted at the turn of the century. We have been watching to see what the State of Oklahoma was going to do. Last year they did amendments and recommended that everyone adopt the 2009 International Codes. We anticipate moving those codes to Council for adoption. Whenever you change codes you have to buy a lot of books and purchase some software. We feel it is time to move forward on this issue.

POLICE DEPARTMENT

Chief Foley stated that the \$2,500 for fire extinguishers is due to the fact that this building is over 10 years old. You can have the extinguishers recharged for the same price as purchasing new ones. We also have to have fire extinguishers in the Police Cars due to the fact that a fire should occur during an accident the Officer would be able to try and extinguish the fire.

The \$1,500 is for safety weapon cleaning service. We do not have a place to point the muzzle of the fire arm to safely unload the weapon in the vehicle. This is a bullet trap in case the fire arm misfires while unloading the weapon. We want a safe place for the officer to place the muzzles of their weapons to safely unload them.

The \$15,000 for video equipment is because the Police Department is still using VHS recording technology. This would update the cameras to a solid state camera system.

He has asked for \$84,000 for three (3) Police vehicles and one (1) unmarked vehicle. This would be a one (1) year lease for the four vehicles.

The \$8,000 is for spare radios. If we have a radio that breaks down we do not have another one to replace it with. They just have to do without.

The \$52,600 is for uniforms, equipment and any additional expenses if Council approves the hiring of extra personnel.

Mayor Adams asked what the cost is of the one (1) unmarked car. Chief Foley replied that it is about \$25,000. We would move the radio from the one car that is being replaced and put it in the new vehicle. This is the first year lease expense.

Heather Campbell stated that the Chief has provided the complete package with no additional costs for the four (4) new vehicles.

Chief Foley stated that the \$52,600 is the cost of one (1) additional Patrol vehicle. This is not a lease, this is just the total cost of one vehicle. The lease cost was the \$82,000.

Councilman Grubbs asked how many patrolmen are on each shift. Foley replied that it varies per shift. Grubbs asked for the maximum number on a shift. Foley replied seven (7).

Grubbs then asked how many vehicles that we have. Foley replied eighteen (18). Grubbs asked why then do we not have enough vehicles. Foley replied that the vehicles are generally assigned one vehicle per person. We assign one vehicle per person for accountability so that officer can leave his equipment and things in that car. Not all the cars go home.

Grubbs asked if Foley could operate with the vehicles that they have now if the additional personnel was approved. Foley stated that is an option if we retain the old vehicles instead of replacing them.

Grubbs stated that two years ago we agreed to replace three vehicles per year and then our entire fleet would be replaced in seven years.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 6

Mayor Adams stated that at that time we had 21 vehicles. Now we only have 18 vehicles.

Foley stated that he has 18 patrol vehicles and 5 administrative vehicles for a total of 23.

Grubbs stated that he does not understand why the vehicles not in use at the time cannot be used by other officers.

Foley stated he understands but he inherited the practices of this Police Department and this is one thing that he has not changed.

Mayor Adams stated that he had to leave at this time. He recommended to Council that the lift station is critical and he feels that the \$52,600 should be used there. This is just his opinion only.

Foley went on and stated that in the short period of time that he has been here he has observed numerous days when we have not had enough staff to handle the number of calls that was received in a day. We try to free someone up as soon as we can to handle these calls. He has taken an informal survey of other communities and we are definitely under staffed for a city this size.

Rutledge explained that right now we are not keeping up we are just trying to get caught up. We would like to make sure that we are staffed appropriately for issues that may come up. The cars are another issue. He has been asked if the cars will be Dodge Chargers again but we have decided on two-wheel drive Chevy Tahoes. He feels that three vehicles is imperative.

Grubbs stated that he does not object to the three additional personnel but he feels that they need to stick with the original three vehicles that they committed to two years ago.

Councilman Mount stated that we need to have a good Police force. We need the proper equipment and to be adequately staffed. This is also true of the Fire Department. This is critical if we want people to come and live in Mustang.

Chief Foley stated that the Police staff is out doing their jobs. The arrests are up and we are losing Police Officer resources for a considerable amount of time while they are processing in prisoners. This is a great demand all across our Department. We have had some 500 arrests and this takes time to process.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 7

He went on to explain that the DUI arrests are more significant. He went on to speak of Domestic Violence arrests and Drug arrests. We might have three, four or five people in jail per day.

Chief Foley stated that we are not a jail, we are a detention center. We try to keep prisoners as short a time as possible.

FIRE DEPARTMENT

Fire Chief Hickman stated that the garage door openers are wearing out. The cost to replace them is \$9,500.

The \$15,000 is for the key scan system. We have had some keys lost and right now we do not know who has what keys and which ones are lost. This would replace all of those keys and would give us better control over these keys.

The \$46,000 is to replace the Assistant Fire Chief's vehicle with a new SUV. This includes all the equipment that goes with it. His vehicle now is a 1997 model.

The \$4,000 is for a storage building for oil, lawnmowers, etc. out behind the Fire Station.

Councilman Taylor asked if a different type of vehicle would be sufficient for the Assistant Chief's vehicle instead of an SUV. For example, would a Silverado or a smaller type of SUV be sufficient.

Chief Hickman stated that he would hate to go smaller than an Expedition.

WATER

Rutledge reported that the booster station upgrade was discussed last week.

Grubbs stated that we need to work on the lift station on the West side of town. He feels that this is more important than painting the water tower. If it is hazardous to not paint the tower now then it is okay, but if it is for beautification only then no.

Rutledge stated that he would take another look at the water tower. It is just starting to show wear.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 8

Councilman Jones stated that the time has come for a new lift station on the west side of town.

SEWER

The \$21,662 is for a radio telemetry system. We currently have radios that are wide band. They are changing everything now to a narrow band radio. All Police and Fire vehicles must be changed. We do not have a lot of choice here, this is something that must be done. January 1, 2013 is the deadline.

LIBRARY

Desiree Webber stated that once the Children's Room is enclosed we will need to hire two additional people as a safety measure.

Rutledge stated that the Library's carpet needs to be replaced but we will do this after construction is finalized.

Webber stated that she did some research on carpet. She feels commercial carpet squares would be the best option.

MISCELLANEOUS

Heather Campbell spoke to Council in regards to placing safety glass in the lobby. She also said that the Human Resources Director had asked for a time clock system, which is in your binder.

MOTION was made by **Councilman Grubbs** and seconded by **Councilman Mount** to approve the Police Department's lease of three (3) marked vehicles, remove the unmarked vehicle and all additional Police Vehicles. Also to remove the painting of the water tower and move those funds to the Lift Station Project on the West side of town to improve expansion ability to our housing.

Councilman Taylor wanted to change the **MOTION** to keep all the vehicles in there but move the funds for painting the water tower to the Lift Station Project.

More questions as to the **MOTION** that Councilman Taylor is trying to make.

City Clerk Winham asked if they are trying to **Amend the MOTION**.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 9

No response to City Clerk's question and discussion continued.

City Clerk asked again if this was an amendment to the original **MOTION**.
Councilman Grubbs stated that we would vote on his **MOTION** and if it does not pass then we would move on with Councilman Taylor's **MOTION**.

Councilman Jones stated he feels that we need to leave in the one (1) unmarked car.

We will now vote on Councilman Grubbs' original **MOTION**.

AYE: Grubbs, Hagan, Mount
Nay: Taylor, Bowers, Jones

Councilman Taylor is keeping his **MOTION** as previously stated.

MOTION died for lack of second.

MOTION was made by **Councilman Jones** and seconded by **Councilwoman Bowers** to keep the three (3) vehicles and keep the one (1) unmarked vehicle. Strike the \$52,600 for an additional Police Car and the \$175,000 for painting the water tower and reallocate those funds to the new Lift Station Project.

AYE: Taylor, Grubbs, Bowers, Jones, Hagan, Mount
NAY: None

Councilwoman Bowers stated that she sees \$22,000 is allocated for curbing and painting at the Community Center. She asked if some of the Church people that volunteer to paint could help with this.

Battles explained.

Campbell went over the individual Departments tabs with Council.

Tab 4--Rutledge stated in his budget there is a request for a time clock system but Human Resources is asking that this be pulled for further research. Right now we are just on the honor system.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 10

Grubbs asked about the increase in salaries. Campbell responded that the City Manager's Budget has requested two full time salaried positions for a Project Manager and an Administrative Assistant.

Tab 3—Bowers asked about the Municipal Judges salary. Campbell explained that last year Council voted to give him an increase in his salary to be comparable to what other Municipal Judges were getting paid.

Tab 12—Campbell stated that her only capital request was for the glass in the lobby area. Her department remains fairly flat. She did ask for an additional person in the Utility Billing Customer Service Department. We are fielding more and more phone calls each day.

Tab 13—Robert Coleman stated that they have hired an intern to put in the field to check into the fields, etc.

Rutledge stated that there is no reason to have a full time GIS person at this time.

Tab 14—Campbell stated that this accommodates an additional three patrolman.

Taylor asked if we take Union City Calls.

Chief Foley stated yes. We do not send officers out but we handle the 911 calls and dispatch for them. We are reimbursed in part for these services from Union City. He would like to have two dispatchers per shift. Right now they only have one dispatcher per shift to take calls and book in prisoners.

Vice-Mayor Hagan and **Councilman Taylor** stated that they are concerned and thinks that the Police Department needs dispatchers.

Councilwoman Bowers asked if the records clerks could answer the phone.

Chief Foley responded that he only has one (1) full time clerk and one (1) part time clerk. The full time person has a full day's work plus the lobby area and secondary phone duty.

Councilman Jones stated that maybe this issue could be flagged for next year. We need to keep an eye on this.

MOTION was made by **Vice-Mayor Hagan** to add two more dispatchers.

Rutledge stated he did not know where we were going to get the money for this.

MOTION failed for lack of a second.

Councilman Jones feels this is a critical issue. Rutledge replied that anything we need we will try to find a place to do it.

Chief Foley stated that ACOG reported that our swing shift dispatcher answered more calls for the year than any other dispatchers in the entire ACOG system.

Councilman Jones asked to keep this on the watch list.

Tab 15 – Fire Department— They have asked for three new Fire Fighter Positions and a new Deputy Fire Chief.

Chief Hickman explained why he needs a new Deputy Fire Chief. Hickman stated that he does not have a Deputy Chief except Roy Widman, who is a volunteer. He is eligible to retire anytime and he is doing so. The continuity of our Fire Department is very important.

Councilman Taylor asked if there was any cost savings in purchasing a Silverado versus an Expedition for the Deputy Chief.

Rutledge stated that he almost needs an SUV because in the case of an emergency he must set up a command sight in the back of his vehicle. This was already approved on the Limited Purpose Fund Budget.

Jones stated that he would like to have beans at the bean supper.

Fund 14—Grubbs stated that he wants to make sure that we continue with the sidewalk project. We have not spent any as of today so are we going to spend it all at one time? **Rutledge** stated that we are going to do the sidewalk from the Funeral Home to Czech Hall Road. Then we will go further in the next fiscal year budget.

Tab 25—Fund 68-- MIA—Campbell stated that MIA remains relatively flat. We had a slight increase in the Utility revenues. However, the reason you are seeing

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 12

this increase is because we have paid off the 2007 GO Bond. We have not prepared for the budget on the 2012 Bond and there will be some transfers that go between the funds that will be reflective of this.

Campbell continued with page 5—Transfers—The MIA helps to fund the General Fund. It helps to fund some of the other funds dedicated by Ordinance. She went on to explain the Franchise Fees, Bonds, Sales Tax and Restricted Sanitation.

The MIA pays for the OWRB loan and also our water purchases from Oklahoma City and we also do the ACOG studies out of this fund. She went on to explain Special Sanitation.

Page 12—Rutledge explained that we are required to do a special environmental project to satisfy the Department of Environmental Quality. We were required to do \$15,000 worth of work in receiving hazardous material and establishing the sight. We established the site at the Public Works facility. People can drop off oil, paint, tires, refrigerators, batteries, etc.. We have now completed this project and are now in compliance. He asked Council if they would like to continue doing this. The cost is about \$5,500 per year. He thinks this is a good project but he wanted to let Council know that we have completed our obligation. Now it is just up to Council as to whether they would like to continue the program at a cost.

Jones stated that his Ward has appreciated this service.

Council thinks this is a good deal.

Taylor asked what the next step is from here on the budget.

Campbell explained that whatever changes Council has asked her to make, she will make them and prepare a final budget for Council's approval. It will be presented at the first Meeting of June for a Public Hearing and Council's approval. This does not have to be filed until June 30th, but we always want to make sure we have plenty of time to do this.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2012
PAGE 13

D. ADJOURNMENT

MOTION was made by **Councilman Taylor** and seconded by **Councilman Grubbs** to adjourn this meeting.

AYE: Taylor, Grubbs, Bowers, Jones, Hagan, Mount

NAY: None

Meeting was adjourned at 8:45 p.m.

Attest:

Mayor

City Clerk