MUSTANG CITY COUNCIL
SEPTEMBER 17, 2013

The Mustang City Council met in regular session on Tuesday, September 17, 2013, 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, September 13, 2013, at 3:20 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE/INVOCATION *(Ed Damron, Reverend, Member of Mustang Assembly of God Church)*

Ed Damron, Reverend, led the assembly in the Pledge and Invocation. He stated he was new to Mustang and very happy to be here stating the church drew him to this community.

C. ROLL CALL

Councilmembers Present:	**Taylor**
	Staples
	Bowers
	Hagan
	Mount
	Adams
Councilmembers Absent:	**Jones**

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

None.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

None.

F. **<u>CONSENT AGENDA</u>**

1. Approval of **09/03/13** City Council Minutes
*2. Claims List for **FY '13**
*3. Claims List for **FY '14**
4. Approval of **Proclamation** to Declare Thursday, October 31, 2013, as **"Trick or Treat Night"**.
5. Approval of **Resolution No. 14-008** making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2013-2014 Fiscal Year Budget by $528.
6. Approval of **Resolution No. 14-009** to Cap Building Permit Fees for the Construction of a 79,954 Square Foot Healthcare Complex at 800 East State Highway 152.

Councilman Taylor requested Items F-3 and F-4 be pulled for discussion.

MOTION was made by **Mayor Adams**, seconded by **Councilman Mount** to approve Items F-1 through F-2 and Items F-5 through F-6 of the Consent Agenda.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

ITEM F-3: Claims List for **FY '14**

Councilman Taylor requested the roll be called for this item.

MOTION was made by **Mayor Adams**, seconded by **Councilwoman Staples** to approve Item F-3 of the Consent Agenda.

AYE: **Staples, Bowers, Hagan, Mount, Adams**
NAY: **None**
ABSTAIN: **Taylor**

ITEM F-4: Approval of **Proclamation** to Declare Thursday, October 31, 2013, as **"Trick or Treat Night"**.

Councilman Taylor requested the roll be called for this item.

MOTION was made by **Mayor Adams**, seconded by **Councilwoman Hagan** to approve Item F-4 of the Consent Agenda.

AYE: **Staples, Bowers, Hagan, Mount, Adams**
NAY: **Taylor**

G. INFORMATION/REPORTS

1. City Manager

City Manager Rooney advised, in addition to the City Manager's report in the agenda packet, a written list of FEMA expenditures and reimbursements to date have been provided for Council's information. He stated revenue, $776,641.31, exceeds expenditures, $735,345.39, due to the police vehicles not being repaired as of this date although money has been received for the damages.

He also stated he would be out of the office Wednesday and Thursday attending the Oklahoma Municipal League (OML) Conference in Tulsa and Justin Battles will be the Acting City Manager.

2. City Council

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

Councilman Taylor requested ***City Manager Rooney*** provide an update on the Cox line hanging down on the traffic signal at Hwy 152 and Sara Road as well as the line hanging low in front of Braum's. He also provided information regarding the Masonic Lodge spaghetti dinner on Saturday.

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

Councilwoman Bowers stated she had a wonderful trip to India, but was good to be home. She also stated Frankie Edwards, Mustang's quarterback, was in the running for the High School Football Player of the Week and wished him good luck.

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

Councilman Mount stated he had a number of phone calls, but was able to pass most of them to the City Manager who has done a good job responding to them.

Mayor Adams stated Western Days was great and thanked City Staff for their hard work. He stated the City Manager handled any other items he had.

a. **Appointment** of One (1) Councilmember to Serve on the Retail and Market Analysis and Strategy RFP Selection Committee.

Community Development Director Coleman advised funds had been made available for a professional market study in the FY 2013-2014 budget and staff has developed guidelines for a Request for Proposal (RFP) that will be published shortly. He stated the RFP Selection Committee will review the credentials and past performance of the companies that respond to the request as well as possibly interview the companies with the Committee eventually selecting one vendor to execute the research and provide the analysis and strategy outlined in the RFP. He then asked the Council if they would appoint one member to be part of this Committee.

Councilman Taylor stated he would volunteer to be on the committee.

MOTION was made by **Mayor Adams**, seconded by **Councilman Mount** to appoint Councilman Taylor to serve on the Retail and Market Analysis and Strategy RFP Selection Committee.

AYE: **Taylor, Staples, Bowers, Hagan, Mount, Adams**
NAY: **None**

H. <u>DISCUSSION ITEMS</u>

1. **Discussion, Consideration, and Possible Action** on Acceptance of Bids for Breathing Air Compressor System for the Fire Department.

Fire Chief Hickman advised bids were advertised according to statue with three bids received:

- Casco Industries - $41,556.00
- August Industries - $35,890.00
- Tescorp - $34,675.00

Hickman stated staff recommends acceptance of all three bids.

MOTION was made by **Mayor Adams**, seconded by **Councilman Taylor** to accept the bids for Breathing Air Compressor System for the Fire Department.

AYE: **Taylor, Staples, Bowers, Hagan, Mount, Adams**
NAY: **None**

2. **Discussion, Consideration, and Possible Action** on Awarding Bid for Breathing Air Compressor System for the Fire Department.

Fire Chief Hickman advised this project was approved in the FY 2013-2014 city budget and the Breathing Air Compressor System replaces current equipment which is over 20 years old. He stated staff recommends awarding the bid to the lowest bidder who also met all specifications, Tescorp at $34,675.00

Councilman Taylor asked if the City had ever worked with them before.

Hickman replied yes.

MOTION was made by **Mayor Adams,** seconded by **Councilman Taylor,** to award the bid for Breathing Air Compressor System for the Fire Department to Tescorp.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

3. **Discussion, Consideration, and Possible Action** Repealing Ordinance Section 106-341, Moratorium on Park Land Dedication.

Parks and Recreation Director Battles advised on August 26, 2013, the Leisure Services Board voted 6:0 in favor of repealing the moratorium on Park Land Dedication. He stated currently, the moratorium on Park Land Dedication requires a monetary contribution in lieu of park land dedication.

Mayor Adams advised the fees and processes need to be reviewed since the fees date back to the 1990s and the processes provide for plat inspection by the Leisure Services Board.

MOTION was made by **Mayor Adams,** seconded by **Councilman Mount,** to table this item until City Staff reviews the fees associated with this and the processes that would be instituted for the plat process.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

4. **Discussion, Consideration, and Possible Action** on Establishing Guidelines and Deadlines for the FEMA Hazard Mitigation Grant Application for Storm Shelter Installation Reimbursements.

Community Development Director Coleman stated the Oklahoma Department of Emergency Management (ODEM) approved the City of Mustang's Notice of Intent to participate in the FEMA Hazard Mitigation Grant Program. He advised the next step is to file the grant application, but will need to find families willing to commit to participating in the program. He stated there needed to be 1,000 or more people apply since the fall out is normally in the range of 40% - 50%. **Coleman** advised if the City's application is approved, the State would reimburse 75%, up to $2,000.00, of the resident's expense to install a shelter. He also stated it is important to remind everyone that storm shelters installed before an applicant has received formal notification their application has been approved will be ineligible for reimbursement. **Coleman** provided information regarding the due dates as well as marketing information and where residents can pick up the applications.

MOTION was made by **Mayor Adams,** seconded by **Councilman Taylor,** to approve the FEMA Hazard Mitigation Grant application for storm shelter installation reimbursements.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

*5. **Discussion, Consideration, and Possible Action** to Grant a Waiver regarding an item contained within the City of Mustang Water System Policy.

City Manager Rooney stated Mr. Ahmadi is requesting a waiver from the City of Mustang's Water System policy in order to obtain a building permit to convert the former Cedar Springs Arena into a warehouse for K & M Tires. He stated the arena was constructed in 1996 and appeared to be code compliant at the time; however, because of the significant change of use, there are several major modifications required on the site. **Rooney** stated one of the problems is a lack of fire hydrants around the building's perimeter to meet the 2009 International Fire Code and the City of Mustang Water System Policy (2003). He stated the City's Water Line Policy dictates that a dead-end 8" line may only service a maximum of three hydrants, but there are sixteen already tapped to this line. He stated the City plans to extend a 12" main from Sara Rd eastward to the Armory which will effectively loop the system once it is tied into the Armory's pipe, but will not be completed until early 2014; therefore, Mr. Ahmadi is requesting City Council's consideration in this matter. **Rooney** stated staff recommends approval of the waiver with the understanding the loop system is to be put into place and that Mr. Ahmadi is aware there may be some limitations on him in order to decrease the risk of fire.

MOTION was made by **Councilman Mount,** seconded by **Councilwoman Staples,** to grant a waiver from the City of Mustang Water System Policy.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

*6. **Public Hearing, Discussion, Consideration, and Possible Action** regarding Adding an Additional Heavy Trash Pick-Up Day in the City of Mustang.

City Manager Rooney stated ***Councilman Taylor*** requested this item be placed on the agenda. He advised the financial impact to the City to replace the current Fall Clean-up Day with a Heavy Trash Pick-Up Day would be an additional $61,000.00 and if the City was to have a Fall Clean-Up Day and a Heavy Trash Pick-Up Day, the cost would be $78,000.00.

Councilman Taylor stated citizens had asked about this and requested a Public Hearing. He stated some of the comments were that some citizens may not have a pick up or truck to get the items to the Public Works site. He advised the cost could be added to the individual trash accounts which would add approximately $9.00 to $11.00 to each account depending on the service provided.

Councilwoman Bowers suggested it be addressed in next year's budget since it is not budgeted at this time.

MOTION was made by **Mayor Adams,** seconded by **Councilman Taylor,** to open the matter for Public Hearing.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

Being no public discussion, **MOTION** was made by **Mayor Adams**, seconded by **Councilman Taylor**, to close the Public Hearing.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

Taylor also stated there is a lot of concern regarding the cost of the City's trash service and feel it could be lower.

This item dies for lack of motion.

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

MOTION was made by **Councilwoman Hagan**, seconded **Councilman Taylor** to adjourn.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

The meeting was adjourned at **7:35 p.m.**

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Jay Adams, Mayor

Attest:

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Lisa Martin, City Clerk

MUSTANG IMPROVEMENT AUTHORITY
SEPTEMBER 17, 2013

The Mustang Improvement Authority met in regular session on Tuesday, September 17, 2013, 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, September 13, 2013, at 3:20 p.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 7:35 p.m.

B. ROLL CALL

Trustees Present: **Taylor**
Staples
Bowers
Hagan
Mount
Adams

Trustees Absent: **Jones**

C. NEW BUSINESS

None.

D. <u>CONSENT AGENDA</u>

1. Approval of **09/03/13** MIA Minutes.
*2. Claims List for **FY '13**
*3. Claims List for **FY '14**

Trustee Taylor requested Item D-3 be pulled for discussion.

MOTION was made by **Chairman Adams**, seconded by **Trustee Taylor** to approve Items D-1 through D-2 of the Consent Agenda.

AYE: Taylor, Bowers, Staples, Hagan, Mount, Adams
NAY: None

ITEM D-3: Claims List for **FY '14**

Trustee Taylor requested the roll be called for this item.

MOTION was made by **Chairman Adams**, seconded by **Trustee Staples** to approve Item D-3 of the Consent Agenda.

AYE: **Staples, Bowers, Hagan, Mount, Adams**
NAY: **None**
ABSTAIN: **Taylor**

E. INFORMATION/REPORTS

1. Trustee Manager

None.

2. Trustees

None.

F. DISCUSSION ITEMS

*1. **Discussion, Consideration, and Possible Action** to Grant a Waiver regarding an item contained within the City of Mustang Water System Policy.

MOTION was made by **Chairman Adams,** seconded by **Trustee Taylor,** to grant a waiver from the City of Mustang Water System Policy.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

*2. **Public Hearing, Discussion, Consideration, and Possible Action** regarding Adding an Additional Heavy Trash Pick-Up Day in the City of Mustang.

MOTION was made by **Chairman Adams,** seconded by **Trustee Taylor,** to open the matter for Public Hearing.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

Being no public discussion, **MOTION** was made by **Chairman Adams**, seconded by **Trustee Taylor**, to close the Public Hearing.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

This item dies for lack of motion.

G. ADJOURNMENT

MOTION was made by **Chairman Adams** and seconded by **Trustee Taylor** to adjourn.

AYE: Taylor, Staples, Bowers, Hagan, Mount, Adams
NAY: None

Meeting was adjourned at **7:40 p.m.**

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Jay Adams, Chairman

Attest:

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Lisa Martin, Secretary