

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Dave Bryan, Pastor, Chisholm Heights Baptist Church

C. ROLL CALL

D. 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 **05/02/17** City Council Minutes
2. Approval of **05/08/2017** City Council Special Meeting (Budget and Work Session) Minutes.
3. Approval of **05/11/2017** City Council Special Meeting (Budget Session) Minutes.

E. OATH OF OFFICE

1. Oath of Office for Ward V Councilmember Linda Hagan and Ward VI Councilmember Jess Schweinberg..

At this time, the newly elected Councilmembers will take their seat.

2. Election of **Vice-Mayor**

F. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

G. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

H. 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. Claims List for **FY 2017**
2. Approval to **Nominate** Mr. Earl Burson, Ms. Janice Cain, and Ms. Pam Polk to the Oklahoma Municipal Assurance Group (OMAG) Board of Trustees.
3. Approval to Renew **Radio System License Agreement** with the City of Oklahoma City.

J. INFORMATION/REPORTS

1. City Manager
Included in Agenda packet.
2. City Council
 - a. **Appointment** of One (1) Member and One (1) Alternate to the ACOG Board of Directors and its Committees, the OEMA Board of Directors, and the Traffic Commission.
 - b. City Council Reports

K. DISCUSSION ITEMS

None.

L. CITY ATTORNEY'S REPORT

1. **Discussion, Consideration and Possible Action** regarding potential purchase and acceptance of permanent and temporary easements and authorization for Mayor and City Staff to execute necessary documents to accomplish the same; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(3).**

2. **Discussion, Consideration and Possible Action** to approve a Purchase and Donation Agreement between the City of Mustang, Oklahoma, as Buyer, and Todd L. Martin and Shari Breit Martin, husband and wife, as Sellers, to purchase certain property described therein and to accept a cash donation from Sellers to the City of Mustang; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(B)(3).**
3. **Discussion, Consideration and Possible Action** regarding potential litigation; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(4).**

M. ADJOURNMENT

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

**MUSTANG CITY COUNCIL
MAY 2, 2017**

The Mustang City Council met in regular session on Tuesday, May 2, 2017, 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, April 28, 2017, at 11:30 a.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 (Dave Bryan, Senior Pastor, Chisholm Heights Baptist Church).

Pastor Bryan led the assembly in the Pledge and Invocation. He stated he would be headed to Mexico on Saturday to teach a seminary course. He also stated they were getting ready for a busy summer.

C. ROLL CALL

Councilmembers Present:	Riley
	Leete
	Grider
	Jones
	Schweinberg
	Adams

Councilmembers Absent:	Hagan
-------------------------------	--------------

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

None.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

None.

F. CONSENT AGENDA

1. Approval of **04/18/2017** City Council Minutes.
- *2. Claims List for **FY 2017**.
- *3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
4. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to approve Items F-1 through F-4 of the Consent Agenda.

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

G. INFORMATION/REPORTS

1. City Manager

City Manager Rooney stated the proposed Fiscal Year 2017-2018 budget was handed out to all the Councilmembers this evening stating it would be reviewed in the Work Session on Monday, May 8th as well as Thursday, May 11th, at 6:00 pm. He stated Monday's work session would be two work sessions in one, the budget work session as well as the quarterly work session.

2. City Council

a. Appointment of One (1) Member to the Library Board

Mayor Adams stated this was the first appointment made using the new Talent Bank stating it was very helpful and he was impressed with the new system.

Library Director Webber stated Valerie Burton has applied for appointment to the Library Board stating she has been a long time library user. She stated her roots are in Mustang where her husband has a business here and her children attend Mustang schools and recommends approval of her appointment to the Board.

MOTION was made by **Councilman Jones**, seconded by **Councilman Grider**, to Appoint Valerie Burton to the Library Board.

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

b. Re-Appointment of Three (3) Members to the Library Board

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to Re-Appoint Bill Edwards, Regina Jennings, and Sharyl Allen to the Library Board.

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

b. City Council Reports

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 stated he had received concerns regarding drainage after the heavy rain over the weekend and stated he would speak to them before bringing it to the City Manager. He also wanted *City Manager Rooney* to know that he supports him, that he is an outstanding City Manager, with a phenomenal staff and is an honor to serve alongside him.

Councilman Grider told *Councilman Schweinberg* that he and his family are in his prayers and that he is here for him. He stated he had received one phone call and email regarding traffic issues which he forwarded to Staff and had also received a complaint of a resident across the street from him draining his swimming pool into a neighbor's yard. He stated he told the resident to contact the City.

Councilman Jones stated his heart also goes out to *Councilman Schweinberg* and is here for him. He stated he had received a few tree limb calls.

Councilman Schweinberg thanked everyone for their support and thanked Pastor Bryan for his prayer stating prayers are very welcomed. He stated staff has been phenomenal not just the job they did, but also their compassion.

Mayor Adams stated he has been sitting on this Council for a while now and never really has said ditto to everyone before, but stated he is tonight and everyone's thoughts are his. He told *Councilman Schweinberg* that he hopes he would have the strength he has had with how he has taken care of his family and city.

H. DISCUSSION ITEMS

1. **Public Hearing, Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1145**, an Ordinance of the City of Mustang, Oklahoma, Amending Chapter 90, of the Code of Ordinances of the City of Mustang, Oklahoma, by Adding Section 90-6, Partially Vacating an Easement Dedicated to the City of Mustang, which Easement is Located in Lot 3, Block 1 of Magnolia Trace Phase 1, an Addition to the City of Mustang, Canadian County, Oklahoma, According to the Recorded Plat Thereof, as More Particularly Described in the Attached Ordinance; Declaring Repealer; and Providing for Severability.

Community Development Director Helsel stated this was an ordinance to partially vacate an easement located on Lot 3, Block 1 of Magnolia Trace Phase 1 and provided history of the area. She stated the applicant is Robert Crout of Cury Development, LP.

Helsel stated the purpose of the right-of-way vacation request is to expand the size of the lot and vacate the easement that has not been used or necessary to serve the subdivision. She stated the only line that existed in that easement was an electrical line by OG&E stating they have since relocated it and the property owner has established a new easement with the electric company. She stated the packet contains a letter of no objection from OG&E. **Helsel** stated the City does not have any utilities here and received no calls in objection to it stating Staff recommends approval of the application to vacate the easement.

City Manager Rooney stated this had been a year and a half process with a lot of work being involved and happy to see it get to this point.

Mayor Adams opened the matter for Public Hearing.

There being none, **MOTION** was made by **Councilman Schweinberg**, seconded by **Councilman Leete**, to close the Public Hearing.

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

MOTION was made by **Councilman Grider**, seconded by **Councilman Schweinberg**, to Approve **Ordinance No. 1145**, an Ordinance of the City of Mustang, Oklahoma, Amending Chapter 90, of the Code of Ordinances of the City of Mustang, Oklahoma, by Adding Section 90-6, Partially Vacating an Easement Dedicated to the City of Mustang, which Easement is Located in Lot 3, Block 1 of Magnolia Trace Phase 1, an Addition to the City of Mustang, Canadian County, Oklahoma, According to the Recorded Plat Thereof, as More Particularly Described in the Attached Ordinance; Declaring Repealer; and Providing for Severability.

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

- *2. **Discussion, Consideration and Possible Action** regarding Approval of Change Order #2 for Project labeled Raw Water Transmission Lines and Approval of Final Pay Application.

Assistant City Manager Battles stated this item was to approve Change Order #2 to SMC Utility Construction stating it reflects a week of downtime the contractor was on site and the City of Oklahoma City delayed a bore due to a permit as well as reflects a reduction of three blind flanges for the project in which the contractor went with the alternative eliminating the need for the flanges. He stated the amount for Change Order #2 was \$6,000.

Battles stated this item was also to approve the Final Pay Application in the amount of \$236,688.32.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Jones**, to Approve Change Order #2 for Project labeled Raw Water Transmission Lines and Approval of Final Pay Application.

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

- *3. **Discussion, Consideration and Possible Action** regarding Acceptance of Request for Proposals for Operation, Maintenance, and Management of the Water and Wastewater Treatment Facilities for the City of Mustang and Awarding Services to Recommended Company.

Assistant City Manager Battles stated the City and Cowan Engineering published public notice for Request for Proposals for operation of the water and wastewater treatment facilities. He stated a new agreement was signed five years ago and did have renewal options, but since there had only been one bidder, felt it was in the best interest of the City to go out to bid.

Battles stated three proposals were received from Severn Trent, Veolia, and USW Utility Group. He stated the final review was completed yesterday, but there was not enough time to finish the final recommendation letter. He requested this item be changed to acceptance only of all three proposals stating the award and contract will be brought to a future City Council meeting.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to Accept all Three (3) Request for Proposals for Operation, Maintenance, and Management of the Water and Wastewater Treatment Facilities for the City of Mustang.

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

NAY: None

J. CITY ATTORNEY'S REPORT

1. **Discussion, Consideration and Possible Action** regarding potential litigation; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(4).**
2. **Discussion, Consideration and Possible Action** regarding potential purchase and acceptance of permanent and temporary easements and authorization for Mayor and City Staff to execute necessary documents to accomplish the same; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(3).**

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

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

NAY: None

TIME ADJOURNED to Executive Session: **7:21 p.m.**

Mayor Adams called the meeting back in session at **7:50 p.m.**

In reference to Item J-1 –

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Jones** to proceed as presented.

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

NAY: None

In reference to Item J-2 –

MOTION was made by **Councilman Riley**, seconded by **Councilman Schweinberg** to Approve the Acceptance of Permanent and Temporary Easements from George and Carolyn Kokendoff, Norma Faye Strother and Steven Todd Strother, Gerald Dean Higginbottom, Curtis F. Wagner Sr., Vickie Rinebarger, Joyce Walker Stanley, Connor Gates, Tyson's Rental LLC, Little Broncos LLC, Donald L. Trull and Wynona F. Trull, Cemetery Association, and Authorization for the Mayor and Staff to execute necessary documents to complete Acceptance of Easements.

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

NAY: None

K. ADJOURNMENT

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

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

NAY: None

The meeting was adjourned at **7:51 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

**MUSTANG CITY COUNCIL
MUSTANG IMPROVEMENT AUTHORITY
SPECIAL MEETING - BUDGET SESSION & WORK SESSION
MAY 8, 2017**

The Mustang City Council met in a Special Meeting on Monday, May 8, 2017 at 6:00 p.m. in Meeting Rooms C & D, Mustang Town Center, 1201 N. Mustang, Rd. Notice of the Meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Thursday, May 4, 2017 at 11:30 a.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

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

B. ROLL CALL

Councilmembers Present:	Riley
	Leete
	Grider
	Jones
	Hagan
	Schweinberg

Councilmembers Absent:	Adams
------------------------	-------

C. BUDGET SESSION - DISCUSSION ITEMS

1. **Discussion and Review** regarding the Proposed Annual Operating Budget for FY 2017-2018 for the City of Mustang/MIA.

City Manager Rooney thanked the Finance Department for their hard work stating the budget process starts in January with several different versions being reviewed before getting to the one being presented tonight.

The power point presentation is on file and available in the Office of the City Clerk as well as online on the City's website.

Rooney stated this was the first balanced budget in over seven years.

GENERAL FUND

Projected Beginning Balance	\$ 2,050,000
Projected Revenues	\$ 21,988,735
Projected Expenditures	\$(21,988,735)
Projected Ending Fund Balance	\$ 2,050,000

GENERAL FUND REVENUE

Rooney stated Staff projected sales tax revenue to increase by 0.5% stating sales tax had been forecasted flat for the current year. He stated sales tax receipts were up 1.9% as of today stating the City of Mustang is an abnormality in the Oklahoma City area in terms of sales tax growth.

PROJECTED SALES TAX REVENUE

FY13:	\$8,340,520
FY14:	\$9,160,774
FY15:	\$9,708,037
FY16:	\$9,926,248
FY17:	\$10,066,265 (projected year to date as of 05/08/2017)
FY18:	\$10,100,000 (proposed FY18 budget)

GENERAL FUND – EXPENDITURE CHANGES

Rooney stated there was not a huge increase in expenditures compared to previous years.

- FY2017-18 budget includes a new Police Officer and Firefighter funded by the 4th penny sales tax extension.
 - No change - Oklahoma Municipal Retirement Fund (11.79%), Police (13%), and Fire (14%).
 - Recommended transfer to Risk Management Fund from \$100,000 to \$125,000 to cover annual excess workers compensation coverage. Shared costs with MIA.
 - The budget includes a 3% merit increase for all City employees.
- Rooney** stated there were not any increases this year stating labor agreements include a merit increase for the second year of the two year agreement if the sales tax extension passed and if finished above projections in sales tax revenue. The FY2017-18 budget includes job reclassifications for the City Attorney as advised by the Internal Revenue Service.

- Budget includes a plan premium rate increase of 7.4% in costs associated with employee health care. **Rooney** stated the total health insurance cost increase is \$63,430 stating the City would absorb this increase and not pass along to the employees.

GENERAL FUND RESERVE

Projected Beginning Balance	\$ 16,000
Projected Revenues	\$ 68,030
Projected Expenditures	\$(0)
Projected Ending Fund Balance	\$ 84,030

Finance Director Watts stated the General Fund Reserve was established by Resolution in FY2006 for maintenance of City facilities, infrastructure, and other capital purchases. She stated projected revenues include the 5% tax levied on rental of hotel and motel rooms within the City limits passed by Ordinance in July, 2015, stating the Hampton Inn & Suites will open in November, 2017.

IMPOUND FEE FUND

Projected Beginning Balance	\$ 12,000
Projected Revenues	\$ 26,065
Projected Expenditures	\$(32,500)
Projected Ending Fund Balance	\$ 5,565

Watts stated the Impound Fee Fund was established by Ordinance in May, 2014, assessing an impound fee of \$100 to defray impound costs associated with violations stating this fund is restricted to the Police Department.

PARK IMPROVEMENT FUND

Projected Beginning Balance	\$ 0
Projected Revenues	\$ 57,735
Projected Expenditures	\$(40,000)
Projected Ending Fund Balance	\$ 17,735

Watts stated this fund is used to account for the revenue received from business licenses (\$15 per \$40 license), court costs (\$20 from fines/bonds collected), and park fees from subdivisions stating the funds are restricted for improvements to and development of the park system.

Watts stated Park Improvement Fund expenditures include park signage, improvements such as mulch and repairs, and nature trails at Curtis Park.

ALCOHOL ENFORCEMENT FUND

Projected Beginning Balance	\$ 3,200
Projected Revenues	\$ 5,130
Projected Expenditures	\$(6,230)
Projected Ending Fund Balance	\$ 2,100

Watts stated the Alcohol Enforcement Fund was established in 2013 and is used to account for fines and fees generated as a result of alcohol related tickets. She stated funds are restricted to enforce laws relating to juvenile access to alcohol and other intoxicating substances.

LIBRARY FUND

Projected Beginning Balance	\$ 10,000
Projected Revenues	\$ 10,250
Projected Expenditures	\$(10,025)
Projected Ending Fund Balance	\$ 10,225

Watts stated the Library Fund is used to account for restricted state grant agreements and fines generated as a result of overdue library materials. She stated the Library did well this year receiving almost \$90,000 in grants.

TRAFFIC ENFORCEMENT FUND

Projected Beginning Balance	\$ 14,000
Projected Revenues	\$ 40,055
Projected Expenditures	\$(54,000)
Projected Ending Fund Balance	\$ 55

Watts stated the Traffic Enforcement Fund was established in 2006 and amended in April, 2017, raising the fee a person who is convicted in a traffic offense pays from \$10 to \$20. She stated this fund is restricted to traffic related items.

EMPLOYEE FLEX SPENDING FUND

Projected Beginning Balance	\$ 3,800
Projected Revenues	\$ 4,000
Projected Expenditures	\$ (4,000)
Projected Ending Fund Balance	\$ 3,800

Watts stated this is the Flexible Spending Program offered to employees which allows them to deposit a portion of their pre-tax income into the account maintained for health care expenditures.

PARK & RECREATION DONATION FUND

Projected Beginning Balance	\$ 7,000
Projected Revenues	\$ 5,030
Projected Expenditures	\$ (7,000)
Projected Ending Fund Balance	\$ 5,030

Watts stated the Park & Recreation Donation Fund is a state mandated fund used to account for specified donations and are restricted for the use of park and recreational events/projects.

POLICE TECHNOLOGY FEE

Projected Beginning Balance	\$ 0
Projected Revenues	\$ 54,055
Projected Expenditures	\$ (54,000)
Projected Ending Fund Balance	\$ 55

Watts stated this fee was developed by Ordinance in April, 2017, stating the Police Technology Fee of \$25 per citation is used to account for technology related expenses in the Police Department.

STREET/DRAINAGE FUND

Projected Beginning Balance	\$ 580,000
Projected Revenues	\$ 151,620
Projected Expenditures	\$ (539,000)
Projected Ending Fund Balance	\$ 192,620

Watts stated OEMA pays a 12.5% franchise fee for maintenance of the streets due to the trash trucks driving on them. She stated 2018 projects included Engineering \$10,000; Street Repairs \$384,000; Morrell Way Lighting \$16,000; Sidewalk Projects \$13,000; and Signalization (E. Plantation Terrace & Mustang Rd) \$116,000 stating the signalization had been included in this year's budget and moved forward to the FY2018 budget.

2016 PENNY EXTENSION – 10% PUBLIC SAFETY PERSONNEL FUND

Projected Beginning Balance	\$ 50,000
Projected Revenues	\$ 210,110
Projected Expenditures	\$(210,000)
Projected Ending Fund Balance	\$ 50,110

Watts stated the 4th penny sales tax was extended through a vote of Mustang citizens in August, 2016, stating this fund collects 10% of the 4th penny sales tax to pay for the new Police Officer and Firefighter.

DEBT SERVICE FUND

Projected Beginning Balance	\$ 200,000
Projected Revenues	\$ 320,450
Projected Expenditures	\$(303,950)
Projected Ending Fund Balance	\$ 216,500

Watts stated this fund is referred to as the Sinking Fund and is used to account for property taxes levied by the City for use in retiring general obligation bonds, court-assessed judgments, and their related interest and fiscal agent fees.

LIMITED PURPOSE FUND

Projected Beginning Balance	\$1,012,500
Projected Revenues	\$1,067,000
Projected Expenditures	\$(870,813)
Projected Ending Fund Balance	\$1,208,687

Watts stated the Limited Purpose Fund is a capital project fund used to purchase capital outlay stating the restricted 3rd penny sales tax collected (MIA) in excess of debt payments are set aside to this Fund. She stated 10% of sales tax revenue received in excess of \$800,000 per month goes to this fund too as amended by Resolution. A list of Capital Outlay projects was provided.

2016 PENNY EXTENSION – 90% CAPITAL

Projected Beginning Balance	\$ 200,000
Projected Revenues	\$ 901,000
Projected Expenditures	\$(0)
Projected Ending Fund Balance	\$ 1,101,000

Watts stated the 4th penny sales tax was extended for a 13 year period stating this fund collects the 90% allocation of revenues after the 2016 note payments, used for capital expenditures in four (4) specified areas: Public Safety, Infrastructure, Road & Streets, and Quality of Life. She stated the decision had not been made yet as to whether or not the City will cash flow the projects over a 13 year period or borrow the money again which is why expenditures show a \$0 balance stating it is all in a restricted fund balance at this point.

Rooney stated these projects are smaller projects such as the splash pad, soccer field lighting, stating they are smaller in scope and nature.

2016 SERIES REVENUE NOTE

Projected Beginning Balance	\$ 144,200
Projected Revenues	\$ 885,000
Projected Expenditures	\$(589,900)
Projected Ending Fund Balance	\$ 439,300

Watts stated in October, 2016, the City issued the Utility System and Sales Tax Revenue Note, Series 2016 stating the following projects are funded with the 2016 Notes: Design of the Emergency Operation Center, Waste Water Treatment Plant Phases C&D, SW 89th Street Widening, the All Inclusive Playground, and Town Center Expansion.

2014A SERIES REVENUE NOTE

Projected Beginning Balance	\$ 946,000
Projected Revenues	\$ 434,100
Projected Expenditures	\$(1,325,100)
Projected Ending Fund Balance	\$ 55,000

Watts stated in 1999, proceeds from the notes provided financing for the Police Department building, Aquatic Center, beginning of the Library, Town Center and the Softball Complex stating it was refinance in 2006 and again in 2014, for the purpose of reducing maturity years by 3.33 years, note amount of \$7,740,000, and interest rate reduced from 5.0% to 2.1%. She stated this note goes off around the June to September period.

2014B SERIES REVENUE NOTE

Projected Beginning Balance	\$ 20,000
Projected Revenues	\$ 345,100
Projected Expenditures	\$(325,165)
Projected Ending Fund Balance	\$ 39,935

Watts stated current projects funded include the South Mustang Road expansion project, Phase A&B of the waste water treatment plant improvements, and water quality.

MUSTANG IMPROVEMENT AUTHORITY (MIA)

Projected Beginning Balance	\$ 2,400,000
<u>2014B</u> Restricted Carryover	\$ 4,662,400
<u>2016</u> Restricted Carryover	\$ 11,871,000
<u>2016</u> Restricted Capitalized Interest	\$ 144,000
Projected Revenues	\$ 18,289,050
Projected Expenditures	\$(18,289,050)
<u>2014B</u> Construction Loan Projects	\$(4,662,400)
<u>2016</u> Construction Loan Projects	\$(11,871,000)
<u>2016</u> Construction Loan Interest	\$(144,000)
Projected Ending Fund Balance	\$ 2,400,000

Watts stated the MIA was established in 1963 to provide water, sewer, sanitation and recycling services to the public stating only trust authorities and debt service funds can borrow money. She stated whatever is not spent in the construction loans, 2014B, 2016 and 2016 Capitalized Interest, rolls into the next budget year and expenditures are at the same amount stating the fund's beginning balance and ending balance remain the same at \$2,400,000.

RISK MANAGEMENT FUND

Projected Beginning Balance	\$ 475,000
Projected Revenues	\$ 129,700
Projected Expenditures	\$(174,000)
Projected Ending Fund Balance	\$ 430,700

Watts stated the Internal Service Fund (Worker's Compensation Fund) is used to account for self-insured worker's compensation claims.

MIA RESERVE FUND

Projected Beginning Balance	\$ 600,000
Projected Revenues	\$ 398,600
Projected Expenditures	\$(200,000)
Projected Ending Fund Balance	\$ 798,600

Watts advised the MIA Reserve Fund is used for maintenance, infrastructure and capital purchases for the enterprise funds. She stated an ordinance was passed in 2015 adding \$4.50 per month for each utility account for capital improvements to water and wastewater facility and line maintenance and construction.

Watts listed projects that had been funded by the fee since 2015 stating total cost was \$612,165.

SEWER IMPACT FUND

Projected Beginning Balance	\$ 590,000
Projected Revenues	\$ 347,700
Projected Expenditures	\$(363,400)
Projected Ending Fund Balance	\$ 574,300

Watts stated the Sewer Impact Fund is used to account for fees established per house top to developers, and funds are used to pay the Series 2009 Clean Water SRF Note to OWRB and future indebtedness.

2013 REFINANCING (1998A/B) FUND

Projected Beginning Balance	\$ 100,000
Projected Revenues	\$ 885,100
Projected Expenditures	\$(918,000)
Projected Ending Fund Balance	\$ 67,100

Watts stated the City pledged future net water and sewer revenues and one cent sales tax to repay the 1998 Revenue Bonds Payable stating proceeds from the bonds provided financing for utility system capital assets.

DEPOSITORY FUND

Projected Beginning Balance	\$ 4,000
Projected Revenues	\$ 300
Projected Expenditures	\$ (4,000)
Projected Ending Fund Balance	\$ 300

Watts advised statute states deposits for utility service shall be refunded or credited to the customer upon termination of service stating refund checks are to be issued within 30 days following termination of service. She stated no interest is required to be paid to customer, therefore, interest earnings are transferred to the MIA at year-end.

Discussion was held concerning the Impound Fee of \$100 for towing and storing of the impounded vehicles even though the City does not tow or store the vehicles. **Watts** stated the State allowed for this fee in 2012 for Cities to recoup their costs, including administrative costs, regarding vehicle impounding stating the money must go to the Police Department

Rooney asked Councilmembers to review the budget and power point presentation and send any questions they may have to him to address at the next Budget Work Session or bring their questions to that session.

Rooney stated all questions with answers will be placed on the City's website for public review as well as the FY2018 proposed budget and powerpoint presentation after the Thursday Budget Work Session.

D. WORK SESSION - DISCUSSION ITEMS

1. **Discussion** regarding Traffic Calming Devices.

City Manager Rooney stated one of the biggest concerns heard by the City is speeding in neighborhoods. He stated speed bumps can be a liability issue due to car damage so he requested *City Planner Shepard* research communities comparable in size to Mustang and larger for what they may be doing to combat neighborhood speeding. He stated one of the solutions found was speed tables stating they encourage vehicles to slow down without causing damage to the vehicle.

Rooney stated Staff is reviewing implementing speed tables in Mustang stating it is a process to go through such as determining where they may be located and obtaining approvals from property owners. He also stated the percentage of vehicles speeding needs to be determined as well as the problematic areas. **Rooney** stated Staff is researching solutions, but speed bumps are not a viable solution nor is installing stop signs at every intersection. He stated this item was for informational purposes only and to let him know if anyone had any strong opinions about it.

Discussion was held concerning a crosswalk and light on Mustang Road at the Plantation intersection as well as around the Braums area. **Assistant City Manager Battles** stated an application for a lighted crosswalk at Plantation was denied by the State, but the City was appealing and stated any crosswalk on Mustang Road/Hwy 4 would have to be approved by the State since it was a state highway.

Discussion was also held concerning if this needed Council approval. **Rooney** stated Staff is currently just researching and will bring a policy to Council at a future work session.

Other discussion included known streets where speeding is a big problem such as Alamo as well as the possibility of residents being opposed to them.

2. **Discussion** regarding Winter Period Consumption Base as it relates to Monthly Sanitary Sewer Bills.

City Manager Rooney explained how the monthly sanitary sewer charge is determined for new residents stating they pay a flat fee based on 7,500 gallons of water consumption. He stated this flat fee is paid until the household yearly average is determined using the months of December, January and February.

Rooney stated this flat fee sometimes causes bad feelings from new residents and they feel they are being ripped off, especially if there are only one or two people residing in the household. He stated he asked *Finance Director Watts* to research three different rates based on the number of people in the dwelling using one, two, and three or more until the yearly rate can be determined. He stated the City may lose money on dwellings with six people, but stated the goodwill outweighs this.

Discussion was held concerning how the decision to use 7,500 gallons as the sewer rate for new residents was determined with it being stated it was probably the average water consumption using all the accounts.

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

City Manager Rooney stated the City is a member of the Oklahoma Municipal Assurance Group (OMAG) stating this is an annual election for their Board of Trustees. He stated three seats are open this year with thirteen nominees from which to choose stating the three incumbents, Mr. Earl Burson, City Manager, City of Harrah, Ms. Janice Cain, City Manager, City of Altus, and Ms. Pam Polk, City Manager, City of Collinsville, are interested in serving again.

Rooney stated Staff is not aware of any concerns with the current OMAG Board of Directors and encourages City Council to vote for the three incumbents stating if Council has any concerns, to let him know.

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

City Manager Rooney stated appointments are made to the ACOG Board and Committees after the Municipal Election, as well as appointments to the OEMA Trust and Traffic Commission. He stated currently, the following Councilmembers are serving on the following boards and commissions:

- ACOG– Mayor Adams, primary, Councilman Grider, alternate
- OEMA– Councilwoman Hagan, primary, Councilman Jones, alternate
- Traffic Commission- Councilman Riley, primary, no alternate

Discussion was held regarding who would like to serve on the boards and commissions with the following people being recommended:

- ACOG– Mayor Adams, primary, Councilman Grider, alternate
- OEMA– Councilwoman Hagan, primary, Councilman Jones, alternate
- Traffic Commission- Councilman Leete, primary, Councilman Schweinberg, alternate

5. **Discussion** regarding Annual Review of Code of Ethics.

City Manager Rooney stated the Code of Ethics requires yearly review by City Council stating any changes would require Council action, but if none, no action was needed.

City Manager Rooney requested Item 6 be moved after Executive Session.

E. EXECUTIVE SESSION

1. **Discussion** regarding potential Purchases of Real Property; and, **Proposed Executive Session as Authorized by 25 Okla. Stat. §307(B)(3).**

2. **Discussion** of potential economic development opportunities, including the transfer of property and/or the creation of a proposal to entice a business to locate and/or remain in the City of Mustang; and, **Proposed Executive Session as authorized by 25 Okla. Stat. §307(C)(10).**

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

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

TIME ADJOURNED to Executive Session: **6:45 p.m.**

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

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

The meeting was called back into session at 7:03 p.m.

D. WORK SESSION - DISCUSSION ITEMS

6. **Discussion** regarding Upcoming Regular Meeting and Work Session Schedule for 2018.

City Manager Rooney stated the Charter requires Council to meet one time per month and the Code, through ordinance, states Council will meet the first and third Tuesday of each month. He stated this item was to see if there was interest by Council in meeting one time per month on the first Tuesday of the month and reserve the third Tuesday of the month for a Work Session when needed. He stated if Council chooses to do this, the ordinance would be amended to one Council meeting per month and stated if another meeting was needed in the month, a special meeting could be held.

Discussion was held concerning claims with **Rooney** stating he has authority up to \$50,000 and any claims over this amount would be brought to Council for approval in the monthly meeting on the first Tuesday of the month. He stated there were not very many claims at this amount.

Rooney stated the City is required to identify meeting dates for the upcoming calendar year in December, stating if this is approved, the new schedule would not begin until January, 2018, since the current dates had already been published. He stated some of the past meetings held did not contain a lot of business and does not want to waste Council's time stating government should be efficient.

Discussion was held concerning the cost savings regarding electricity, packets and staff time as well as encourages citizens to come to the meetings with there being a larger agenda and may show more interest.

Rooney stated Staff would move forward developing the calendar and amending the ordinance.

F. UPDATE ON MANAGEMENT RELATED ISSUES

City Manager Rooney provided an update regarding tree limb removal from the last storm stating some residents were not happy that curb side pick-up was not being provided. **Rooney** stated the area had not been declared a federal disaster area, therefore, the City would not be reimbursed for the pick-up. He stated residents are being allowed to dump for free at the public works site and the City was passing names and addresses of those residents who are not able to get to the dump, such as the elderly or disabled, to churches and organizations who had volunteered to help. He stated City Hall and the dump site were open on Saturday morning from 8:00 to 12:00 and will open again this coming Saturday morning.

Discussion was held concerning the mounds of tree limbs at the dump site with **Assistant City Manager Battles** stating the City has an agreement with OEMA for a tub grinder stating it would be there on Tuesday. He stated the majority of the limbs are brought to the site, with some being from the City, stating 56 loads were brought on Saturday.

Battles stated if Council hears from anyone needing help, to pass the information to him and he will forward to the churches and organizations volunteering to help.

Vice Mayor Schweinberg advised the next Budget Work Session would be Thursday, May 11th, at 6:00 pm in the same location.

G. ADJOURNMENT

MOTION was made by **Councilman Leete** and seconded by **Councilman Grider** to adjourn.

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

NAY: None

Meeting was adjourned at **7:15 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

**MUSTANG CITY COUNCIL
MUSTANG IMPROVEMENT AUTHORITY
BUDGET WORK SESSION
MAY 11, 2017**

The Mustang City Council met in a Special Budget Work Session on Thursday, May 11, 2017 at 6:00 p.m. in Rooms C & D, Mustang Town Center, 1201 N. Mustang Rd. Notice of the Meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Tuesday, May 9, 2017 at 10:00 a.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 6:00 p.m.

B. ROLL CALL

Councilmembers Present:	Grider
	Hagan
	Schweinberg
	Adams

Councilmembers Absent:	Riley
	Leete
	Jones

C. DISCUSSION ITEMS

1. **Discussion and Review** regarding the Proposed Annual Operating Budget for FY 2017-2018 for the City of Mustang/MIA.

City Manager Rooney provided a handout of questions received after the Tuesday Budget Work Session along with their answers stating the questions with answers, budget, budget message and budget power point would be placed on the City's website Friday, May 12th. He stated the website would be updated daily for any additional questions received along with their answers.

Discussion was held concerning if any questions had ever been received from the public with **Rooney** stating the first year he was here, he had received a couple of questions and the year there was a change in the sewer rate, a citizen came to the public hearing.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION

MAY 11, 2017

PAGE 2

Discussion was also heard regarding moving the Municipal Judge, Alternate Judge and Prosecuting Attorney to status as employees as was done with the City Attorney. **Rooney** stated Council will need to make this decision, but would need to take effect at the beginning of the calendar year. **Finance Director Watts** stated a 1099 and W-2 could not be provided to an individual in the same calendar year stating the City Attorney works for a law firm, so was not an issue. Discussion also included regarding the transition of the City Attorney to employee with **Rooney** stating Staff had to decide the best way to document and record it, but was a smooth transition.

Praise was given to the City Manager, Finance Director, Department Heads, and Staff stating the budget is easy to read and understand stating it was obvious how well everyone works together to get this done. They also were pleased with the budget being a balanced budget this year.

Discussion was held concerning when the new Police Officer and Firefighter could be hired with **Rooney** stating the process could begin now with the hiring as early as July 1 stating it was a long process with the advertising, interviewing, testing and all. It was asked if Mustang was considered a good job for a Police Officer and Firefighter. **Rooney** stated he believed so stating chances are not as high of someone getting injured or shot and Mustang does not have people quitting to go somewhere else. He stated this is a good sign that pay is competitive. He stated incoming officers transferring from other areas are also able to begin mid-grade which also makes us more competitive.

D. ADJOURNMENT

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

AYE: Grider, Hagan, Schweinberg, Adams

NAY: None

Meeting was adjourned at **6:14 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

OATH OF OFFICE

STATE OF OKLAHOMA)
COUNTY OF CANADIAN)
CITY OF MUSTANG)

I, Linda Hagan, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Oklahoma and the Charter of the City of Mustang and that I will endeavor to secure and maintain a honest and efficient administration of the affairs of the City of Mustang free from partisan distinction or control; and that I will not knowingly receive, directly or indirectly, any money or other valuable thing for the performance or non-performance of any act or duty pertaining to my office, other than the compensation allowed by law. I further swear that I will faithfully discharge my duties as Ward V, Councilmember, to the best of my ability.

LINDA HAGAN

SUBSCRIBED AND SWORN to before me this 16th day of May 2017.



TIMOTHY D. ROONEY
CITY MANAGER

OATH OF OFFICE

STATE OF OKLAHOMA)
COUNTY OF CANADIAN)
CITY OF MUSTANG)

I, **Jess Schweinberg**, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Oklahoma and the Charter of the City of Mustang and that I will endeavor to secure and maintain a honest and efficient administration of the affairs of the City of Mustang free from partisan distinction or control; and that I will not knowingly receive, directly or indirectly, any money or other valuable thing for the performance or non-performance of any act or duty pertaining to my office, other than the compensation allowed by law. I further swear that I will faithfully discharge my duties as **Ward VI, Councilmember**, to the best of my ability.

JESS SCHWEINBERG

SUBSCRIBED AND SWORN to before me this **16th** day of **May** 2017.



TIMOTHY D. ROONEY
CITY MANAGER

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. E-2
2. MEETING DATE: May 16, 2017
3. TITLE: Election of Vice Mayor
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND:

Section 2-2 of the City Charter states that the Council shall elect a Vice Mayor from its membership at the first meeting after the time prescribed for the beginning of the terms of the newly elected Councilmembers or as soon thereafter as practicable. The Vice Mayor shall serve until the next such meeting.
7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE NO. None

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 MAYOR AND COUNCIL						
17-0462	01-C0108	COWAN GROUP ENGINEERING, L	ENGINEERING SERVICES	5/2017	3028	1,059.00
17-0092	01-W0001	WHEATLEY, SEGLER, OSBY &	MILEGAL SERVICES	5/2017	17540	90.35
DEPARTMENT TOTAL:						1,149.35
DEPARTMENT: 11 CITY MANAGER						
17-0023	01-A0122	ALLIANCE MAINTENANCE, INC	JANITORIAL SERVICE	5/2017	92115	675.00
17-1609	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	5/2017	R506087	52.00
17-0196	01-I0104	INVESTIGATIVE CONCEPTS, INC	BACKGROUND PRE-EMPLOYMENT	5/2017	1212125148	39.00
17-0068	01-M0001	STAR COMMUNICATION CORPORAT	LEGAL PUBLICATIONS	5/2017	4223	48.80
17-0197	01-M0001	STAR COMMUNICATION CORPORAT	ADS FOR JOB OPENINGS	5/2017	4273	60.00
17-1269	01-M0160	MUNICIPAL CODE CORPORATION	SUPPLEMENT 18 TO CODE	5/2017	285560	102.68
17-0070	01-M0234	MUSTANG TIMES	LEGAL PUBLICATIONS	5/2017	MT102084	10.41
17-0198	01-M0234	MUSTANG TIMES	ADS FOR JOB OPENINGS/PUBL	5/2017	MT102084A	42.79
17-1744	01-P0099	PRINCIPAL LIFE INSURANCE	CORETIREE INSURANCE	5/2017	201705095202	146.58
17-1730	01-S0291	SECRETARY OF STATE	NOTARY COMMISSION RENEWAL	5/2017	201705095196	30.00
17-1767	01-U0220	USAVISION, INC	RETIREE INSURANCE	5/2017	201705115224	29.25
17-0199	01-V0106	VALIR OUTPATIENT CLINICS	MAPRE-EMPLOYMENT DRUG SCREE	5/2017	201705095165	400.00
17-0092	01-W0001	WHEATLEY, SEGLER, OSBY &	MILEGAL SERVICES	5/2017	17540	1,273.44
DEPARTMENT TOTAL:						2,909.95
DEPARTMENT: 12 LIBRARY						
17-0243	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	5/2017	5014430608	183.55
17-0248	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR CHILDREN & TEEN	5/2017	5014430605	91.75
17-0675	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	5/2017	5014433874	537.21
17-1298	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	5/2017	5014524625	226.05
17-0477	01-C0278	COX COMMUNICATIONS, INC.	MONTHLY MODEM USE	5/2017	201705105212	10.96
17-0247	01-M0263	MIDWEST TAPE, LLC	NON PRINT MATERIALS	5/2017	94726985	11.54
DEPARTMENT TOTAL:						1,061.06
DEPARTMENT: 13 PARKS AND RECREATION						
17-0021	01-A0114	PHIL & HELEN SCHUMINSKY	MUSSTORAGE SERVICES	5/2017	201705095174	87.00
17-1780	01-C0274	AMANDA CERVANTES	REFUND FOR RENTAL	5/2017	201705115236	150.00
17-0741	01-D0065	CHRISTOPHER DELOE	SENIOR BUS REPAIRS	5/2017	201705115223	60.00
17-1227	01-F0078	DAIOHS USA, INC	COFFEE SERVICE	5/2017	174308	95.75
17-1640	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	5/2017	NP50302358A	699.86
17-1738	01-L0103	RICHARD LOWRANCE	REFUND FOR CITY GARAGE SA	5/2017	201705095182	10.00
17-1723	01-00035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	5/2017	201705095186	4,085.02
17-1699	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095193	53.81
17-1705	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095191	142.22
17-1756	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705105218	26.32
17-1781	01-R0168	ANNE ROSS	BABYSITTING REFUND	5/2017	201705115237	65.00
17-1694	01-S0093	SMART TECHNOLOGIES, INC	CORD FOR COMPUTER INSTALL	5/2017	717301	8.00
17-1736	01-S0292	DEBRA SCHACHLE	REFUND FOR CITY GARAGE SA	5/2017	201705095198	30.00
17-1737	01-S0293	PAULINE SMITH	REFUND FOR CITY GARAGE SA	5/2017	201705095197	10.00
DEPARTMENT TOTAL:						5,522.98

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	5/2017	201705095174	133.00
17-1685	01-C0050	KING ENTERPRISES, L.L.C.	REPAIR TOILET	5/2017	201705095177	133.00
17-0048	01-F0078	DAIOHS USA, INC	COFFEE SERVICE	5/2017	174306	34.50
17-0054	01-H0040	BILLY R HOWELL	PEST CONTROL	5/2017	201705105213	600.00
17-1706	01-M0269	MCMULLEN CONSTRUCTION AND	DCITY HALL SECURITY	5/2017	201705095185	20,000.00
17-1723	01-O0035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	5/2017	201705095186	726.73
17-1707	01-O1177	OK TAX COMMISSION	SALES TAX PAYABLE	5/2017	201705095164	2,652.33
17-0079	01-P0151	PB EQUIPMENT MANAGEMENT,	INLEASE PAYMENT ON MAIL MAC	5/2017	3303486678	452.73
17-0081	01-P1051	PITNEY BOWES BANK, INC	BULK POSTAGE	5/2017	201705095194	4,066.38
17-1680	01-Q0003	QUICK PRINT OF OKLAHOMA CITRE	CEIPTS & LETTERHEAD	5/2017	731999	474.50
17-0318	01-S0085	SILVER STAR CONSTRUCTION	MAINTENANCE CONTRACT	5/2017	24432	69,741.15
17-0013	01-S0093	SMART TECHNOLOGIES, INC	OPERATOR SYSTEM MAINTENAN	5/2017	717309	3,179.95
17-0088	01-S0173	STANDLEY SYSTEMS, LLC	COPIER LEASE/USAGE	5/2017	711285	2,846.95
DEPARTMENT TOTAL:						105,041.22
DEPARTMENT: 16 TRANSFERS						
17-1197	01-L0045	LIMITED PURPOSE FUND	10% EXCESS OVER \$800,000.	5/2017	201705095173	3,901.04
17-0064	01-M0210	MUSTANG IMPROVEMENT AUTHORITY	SALES TAX TRANSFER	5/2017	201705095170	439,010.44
17-0085	01-S0205	STREET IMPROVEMENT FUND	STREET FUNDING	5/2017	201705095169	15,000.00
DEPARTMENT TOTAL:						457,911.48
DEPARTMENT: 18 TOWN CENTER						
17-1358	01-A0110	ALL SEASON BUILDING SUPPLY,	EQUIPMENT & SUPPLIES	5/2017	98343	56.51
17-0213	01-A0122	ALLIANCE MAINTENANCE, INC	CLEANING OF TOWN CENTER	5/2017	92114	4,435.00
17-1768	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS USAGE	5/2017	8151-01704	131.90
17-1469	01-L0052	LOCKE SUPPLY CO	LIGHTS	5/2017	31326216-00	246.39
17-1723	01-O0035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	5/2017	201705095186	7,579.67
17-1676	01-S1002	STERLING J. BEECROFT, LLC	REPAIR SOCKETS, ELECTRIC	5/2017	3360	300.00
17-1542	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	5/2017	399559795	355.15
DEPARTMENT TOTAL:						13,104.62

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 19 BALL COMPLEX						
17-1182	01-A0110	ALL SEASON BUILDING SUPPLY,TOOLS, CLEANERS, ZIP TIES		5/2017	98805	593.03
17-0214	01-A0131	JAMES HILLIS	PORT A POTTIES	5/2017	18427	147.00
17-1442	01-B0160	VARSITY BRANDS HOLDING CO.,SETS OF BASES & ANCHORS		5/2017	98832470	1,019.00
17-0817	01-B1019	BEN E. KEITH COMPANY	FOOD FOR CONCESSION	5/2017	63486715A	97.18
17-1414	01-B1019	BEN E. KEITH COMPANY	FOOD FOR CONCESSION	5/2017	63486715	496.23
17-1551	01-B1019	BEN E. KEITH COMPANY	FOOD FOR CONCESSION	5/2017	63495361A	989.05
17-1702	01-B1019	BEN E. KEITH COMPANY	FOOD FOR CONCESSION	5/2017	63495361	4,191.20
17-0183	01-F0094	FLEETCORE TECHNOLOGIES, INCBULK FUEL		5/2017	NP50302358	310.09
17-1351	01-I1119	STEPHEN WHOLESALE CO, INC. FOOD FOR CONCESSIONS		5/2017	6695723	784.41
17-1550	01-I1119	STEPHEN WHOLESALE CO, INC. FOOD FOR CONCESSION		5/2017	6699473	1,821.26
17-1399	01-M0288	RAWLINGS SPORTING GOODS CO.STAMPED SOFTBALLS		5/2017	84132150	25.89
17-1723	01-O0035	OKLAHOMA ELECTRIC COOPERATIELECTRIC SERVICE		5/2017	201705095186	2,246.69
17-1699	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095193	153.58
17-1756	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705105218	990.42
17-1765	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705115221	103.94
17-0296	01-O0230	SHAWN A. LEWELLYN	MINI MELTS FOR CONCESSION	5/2017	1058	209.60
17-0439	01-O0230	SHAWN A. LEWELLYN	MINI MELTS FOR CONCESSION	5/2017	1058a	910.40
17-1404	01-P0144	BOTTLING GROUP, LLC	DRINKS FOR CONCESSION	5/2017	8890453	98.14
17-1643	01-P0144	BOTTLING GROUP, LLC	DRINKS FOR CONCESSION	5/2017	8652556	3,759.10
17-0230	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	5/2017	398514794a	193.54
17-1403	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	5/2017	398514794	477.88
DEPARTMENT TOTAL:						19,617.63
DEPARTMENT: 20 AQUATICS						
17-1716	01-M0270	KAHLE MAYFIELD	CEILING REPAIRS & TEXTURE	5/2017	6002-2	2,010.00
17-1723	01-O0035	OKLAHOMA ELECTRIC COOPERATIELECTRIC SERVICE		5/2017	201705095186	232.71
17-0318	01-S0085	SILVER STAR CONSTRUCTION	MAINTENANCE CONTRACT	5/2017	24434	91.00
17-1676	01-S1002	STERLING J. BEECROFT, LLC	REPAIR SOCKETS, ELECTRIC	5/2017	3360	59.00
DEPARTMENT TOTAL:						2,392.71
DEPARTMENT: 21 FINANCE						
17-1530	01-M0269	MCMULLEN CONSTRUCTION AND DINSTALL EMERGENCY DOOR		5/2017	201705095184	4,153.55
17-1680	01-Q0003	QUICK PRINT OF OKLAHOMA CITRECEIPTS & LETTERHEAD		5/2017	731999	681.44
DEPARTMENT TOTAL:						4,834.99

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
17-0152	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	5/2017	R505173	15.00
17-0785	01-F0094	FLEETCORE TECHNOLOGIES, INC	BULK FUEL	5/2017	NP50302358C	85.82
17-1586	01-F0094	FLEETCORE TECHNOLOGIES, INC	BULK FUEL	5/2017	NP50302358D	406.57
17-1766	01-K0049	KLEMM'S SMOKE HAUS	REFUND FOR VENDOR	5/2017	201705115222	100.00
17-1608	01-O0096	OKLAHOMA UNIFORM BUILDING	COLLECTION OF STATE FEES	5/2017	201705095188	356.00
17-1139	01-V0050	CELLCO PARTNERSHIP	CELL PHONE	5/2017	9784390840	176.86
17-0825	01-X0004	JOHN RYCZKOWSKI	MOWING & CLEANING ABATEME	5/2017	201705095200	450.00
DEPARTMENT TOTAL:						1,590.25
DEPARTMENT: 41 POLICE						
17-0128	01-A0122	ALLIANCE MAINTENANCE, INC	DEPARTMENTAL CLEANING	5/2017	92116	1,295.00
17-1768	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS USAGE	5/2017	8151-01704	462.65
17-1370	01-C0232	COPS PRODUCTS	BALLISTIC VEST	5/2017	20171853	710.00
17-0448	01-C0346	CITY OF YUKON	RANGE FEES	5/2017	20160719	300.00
17-0107	01-C1136	THE CITY OF OKLAHOMA CITY	MOBILE & DESKTOP RADIO US	5/2017	MUSTANG 13	5,989.32
17-0135	01-D0090	STATE OF OKLAHOMA	OLETS USER FEES	5/2017	09-1704349	350.00
17-0137	01-F0078	DAIOHS USA, INC	COFFEE SERVICE	5/2017	174313	148.92
17-0138	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	5/2017	NP50302321	3,424.86
17-1703	01-G0121	ROB GROSECLOSE	PER DIEM FOR CONFERENCE	5/2017	201705095181	160.00
17-0113	01-I0126	COLOSSUS, INCORPORATED	MOBILE COP LICENSE RENEWAL	5/2017	8599	877.82
17-0449	01-L0096	WILLIAM A AND LAURA L RIDLE	JAIL LAUNDRY	5/2017	2091	175.00
17-0111	01-M0055	SANTIAGO BRENNAN'S MCDONALD	PRISONER MEALS	5/2017	7003-180	543.51
17-1451	01-M0115	MTM RECOGNITION CORPORATION	BADGE ORDER	5/2017	5879513	125.00
17-1239	01-M0170	DAVID L. MORRIS	VEHICLE REPAIRS & PARTS	5/2017	201705095183	308.00
17-0109	01-M0286	JIMANI VENTURES INC.	OIL CHANGES	5/2017	254373	123.46
17-1723	01-O0035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	5/2017	201705095186	3,478.53
17-0318	01-S0085	SILVER STAR CONSTRUCTION	MAINTENANCE CONTRACT	5/2017	24434	2,595.00
17-0100	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	5/2017	9784390840A	550.00
DEPARTMENT TOTAL:						21,617.07
DEPARTMENT: 42 ANIMAL CONTROL						
17-1250	01-C0050	KING ENTERPRISES, L.L.C.	PLUMBING REPAIRS	5/2017	201705095175	105.00
17-0138	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	5/2017	NP50302321	95.95
17-0112	01-L0096	WILLIAM A AND LAURA L RIDLE	LAUNDRY SERVICE	5/2017	2269	82.05
17-0318	01-S0085	SILVER STAR CONSTRUCTION	MAINTENANCE CONTRACT	5/2017	24434	546.00
17-0100	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	5/2017	9784390840A	29.87
DEPARTMENT TOTAL:						858.87

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 51 FIRE						
17-1691	01-A0110	ALL SEASON BUILDING SUPPLY,BUILDING REPAIR & MAINT.		5/2017	104353	6.53
17-1713	01-C0060	CRAIG CARRUTH	PER DIEM FOR TRAVEL	5/2017	201705095176	160.00
17-1258	01-C0065	CASCO INDUSTRIES, INCORPORABUNKER BOOTS		5/2017	178635	350.00
17-1641	01-C0065	CASCO INDUSTRIES, INCORPORAPUMP SCREEN FOR WT		5/2017	181518	40.50
17-1034	01-F0094	FLEETCORE TECHNOLOGIES, INCVEHICLE FUEL		5/2017	NP50302357	970.63
17-1689	01-O0025	O'REILLY AUTOMOTIVE STORES,VEHICLE REPAIR & MAINT.		5/2017	0309-16060	55.27
17-1705	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095191	842.76
17-1686	01-S0206	STOLZ TELECOM, LLC	REPAIR TO RADIO 600	5/2017	2468	79.20
17-1714	01-S1186	JONATHAN SPRAGUE	PER DIEM	5/2017	201705095199	160.00
17-0121	01-U0055	UNIFIRST HOLDINGS, INC.	SHOP TOWEL SERVICE	5/2017	825 1184078	41.45
DEPARTMENT TOTAL:						2,706.34
DEPARTMENT: 61 STREETS						
17-1700	01-C0010	CKENERGY ELECTRIC COOPERATIELECTRIC SERVICE		5/2017	201705095178	1,978.55
17-1723	01-O0035	OKLAHOMA ELECTRIC COOPERATIELECTRIC SERVICE		5/2017	201705095186	1,009.51
17-1704	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095189	61.95
17-1705	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095191	12,799.17
17-1745	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095203	120.31
17-1756	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705105218	68.76
DEPARTMENT TOTAL:						16,038.25
FUND TOTAL:						656,356.77

FUND: 07 - LIBRARY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 07		ADMINISTRATION				
17-0487	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	5/2017	5014430604	46.69
17-1569	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	5/2017	5014521128	163.97
17-1593	01-C0280	DEBORAH A CHESTER	AUTHOR PRESENTATION	5/2017	201705105211	100.00
17-1708	01-D0073	LINDSEY DIANE DUESMAN	TEEN SPRING POP & PALLET	5/2017	201705095163	40.00
17-1674	01-E0079	EDMOND STEM ACADEMY/ DBA EDTEEN	ROBOTICS CLASS	5/2017	181	600.00
17-1408	01-E0082	ENVISIONWARE, INC.	MOBILE PRINT SOFTWARE	5/2017	INV-US-29747	725.00
17-1600	01-G0130	GRAFTEC COMMUNICATIONS,	INCEVENT TICKETS, BOOKMARKS	5/2017	26100	966.86
17-0697	01-T0103	TECH LOGIC CORPORATION	HARDWARE & SOFTWARE	5/2017	15007040A	2,149.00
17-0949	01-T0103	TECH LOGIC CORPORATION	RENTAL OF RFID TAGGING ST	5/2017	15007040A-	795.00
DEPARTMENT TOTAL:						5,586.52
FUND TOTAL:						5,586.52

5/11/2017 2:43 PM

PURCHASE ORDER CLAIM REGISTER

PAGE: 7

FUND: 11 - PARK & REC DONATION

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
17-1665	01-E0078	MELISSA JOYCE MEADOWS	ENTERTAINMENT FOR EVENT	5/2017	201705095180	550.00
DEPARTMENT TOTAL:						550.00
FUND TOTAL:						550.00

5/11/2017 2:43 PM

PURCHASE ORDER CLAIM REGISTER

PAGE: 8

FUND: 12 - 2012 GO BOND-TOWN CENTER

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		ADMINISTRATION				
17-0984	01-K019	MAINTENANCE SUPPLY CO., INCCARPET EXTRACTOR		5/2017	2364454	2,731.27
					DEPARTMENT TOTAL:	2,731.27
					FUND TOTAL:	2,731.27

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	5/2017	24434	39,118.18
DEPARTMENT TOTAL:						39,118.18
FUND TOTAL:						39,118.18

FUND: 39 - LIMITED PURPOSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 12 LIBRARY						
17-0697	01-T0103	TECH LOGIC CORPORATION	HARDWARE & SOFTWARE	5/2017	15007040A	120.00
DEPARTMENT TOTAL:						120.00
DEPARTMENT: 15 GENERAL GOVERNMENT						
17-1706	01-M0269	MCMULLEN CONSTRUCTION AND DCITY HALL SECURITY		5/2017	201705095185	5,000.00
DEPARTMENT TOTAL:						5,000.00
DEPARTMENT: 20 AQUATICS						
17-1655	01-M0270	KAHLE MAYFIELD	PAINTING OF SLIDE & ITEMS	5/2017	6002-2A	8,990.00
DEPARTMENT TOTAL:						8,990.00
DEPARTMENT: 41 POLICE						
17-1731	01-R0147	RCB BANK	3RD YEAR LEASE PURCHASE	5/2017	2	51,433.37
17-1753	01-R0147	RCB BANK	3RD YEAR LEASE PURCHASE	5/2017	201705105217	13,286.67
17-1755	01-R0147	RCB BANK	2ND YEAR LEASE	5/2017	201705105216	42,390.56
DEPARTMENT TOTAL:						107,110.60
FUND TOTAL:						121,220.60

FUND: 69 - RISK MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00 ADMINISTRATION						
17-1778	01-B0247	BART J. BORSKY, M.D., P.C.	WORKERS COMP CLAIM	5/2017	201705115234	459.31
17-1771	01-C1180	COMMUNITY HOSPITAL LLC	WORKERS COMP CLAIM	5/2017	201705115227	6,211.88
17-1777	01-D0040	JAMES DAVIS	WORKERS COMP CLAIM	5/2017	201705115233	57.99
17-1769	01-D0142	DJO GLOBAL, INC.	WORKERS COMP CLAIM	5/2017	201705115225	421.46
17-1772	01-I1132	INTEGRIS BAPTIST MEDICAL CE	WORKERS COMP CLAIM	5/2017	201705115228	2,500.80
17-1779	01-J0070	PAUL MARTINO DO	WORKERS COMP CLAIM	5/2017	201705115235	1,617.36
17-1776	01-M0267	MEDICAL CLAIMS REVIEW SERVI	WORKERS COMP CLAIM	5/2017	201705115232	1,729.00
17-1775	01-M1044	MODERN MEDICAL, INC	WORKERS COMP CLAIM	5/2017	201705115231	1,058.49
17-1770	01-R0159	SAMI S DAHR MD PLLC	WORKERS COMP CLAIM	5/2017	201705115226	1,681.22
17-1773	01-Y0011	BRAEDEN YAEGER	WORKERS COMP CLAIM	5/2017	201705115229	32.79
17-1774	01-Z0013	ZEIDERS ORTHOPEDIC, PLLC	WORKERS COMP CLAIM	5/2017	201705115230	81.90
DEPARTMENT TOTAL:						15,852.20
FUND TOTAL:						15,852.20
GRAND TOTAL:						1,650,339.34

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-2
2. MEETING DATE: May 16, 2017
3. TITLE: OMAG Annual Elections
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. 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 three members to the Board of Trustees for three year terms commencing on July 1, 2017. There are a total of 13 nominees for the three available seats. The nominees are as follows:

- Earl Burson – City Manager, City of Harrah
- Janice Cain, City Manager, City of Altus
- Buck Day – City Manager, City of McLoud
- Camille Dowers – City Clerk and Attorney for City Manager, City of Newcastle
- Roger Kolman – City Manager, City of Glenpool
- Clayton E. Lucas, City Manager, City of Sallisaw
- Russ Meacham, CFO, City of Perry
- Pam Polk, City Manager, City of Collinsville
- Mark Skiles, City Manager, City of Clinton
- Janet Smith, City Manager, City of Crescent
- Daniel Tarkington, Mayor, City of Checotah
- Larry Thoma, Mayor, City of Elgin
- Mark Whinnery, City Manager, City of Drumright

All three of the incumbents have resubmitted their names for consideration. The incumbents are Mr. Earl Burson, City Manager, City of Harrah; Ms. Janice Cain, City Manager, City of Altus; and Ms. Pam Polk, City Manager, City of Collinsville. Staff is not aware of any concerns with the current OMAG Board of Directors and strongly

encourages the City Council to vote for these three individuals to continue their service on the OMAG Board.

7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None
11. ATTACHMENTS: 2017 OMAG Ballot

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. **ITEM NO:** H-3
2. **MEETING DATE:** May 16, 2017
3. **TITLE:** Renewal of Radio System License Agreement with the City of Oklahoma City.
4. **COUNCIL ACTION:** Approve/Deny
5. **INITIATOR:** Carl W. Hickman, Fire Chief
6. **BACKGROUND:** This agreement allows Mustang Fire and Police Departments to operate public safety radios on the Oklahoma City 800 MHz radio system. The agreement sets mobile installation fees and system usage fees. Under this agreement, normal radio maintenance is covered by the Oklahoma City Radio Shop.

The major change from the current agreement is the addition of a capital replacement allocation fee of \$19,508.00.
7. **FINANCIAL IMPACT:** Estimated cost of \$38,600.00 (includes both fire and police).
8. **STAFF COMMENTS:** Staff Recommends Approval.
9. **STAFF SOURCE:** Carl W. Hickman, Fire Chief
10. **RESOLUTION/ORDINANCE NO:** _____

RADIO SYSTEM LICENSE AGREEMENT

THIS LICENSE is hereby granted as of _____ 2017, by the **City of Oklahoma City**, a municipal corporation located at 200 N. Walker Ave., Oklahoma City, OK 73102 (“Licensor”) to the **City of Mustang**, a municipal corporation located at 465 West SH 152, Mustang, OK 73064 (“Licensee”).

WITNESSETH:

WHEREAS, The City of Oklahoma City owns an 800 MHz Trunked Radio System (“TRS”) and is duly licensed by the Federal Communications Commission (“FCC”) for the operation of same, and

WHEREAS, The City of Mustang desires to utilize the TRS for daily operational needs and to facilitate both radio operability and interoperability within the region, and

WHEREAS, the City of Oklahoma City desires to enhance both radio operability and interoperability within the region;

NOW, THEREFORE, in consideration of the mutual covenants, agreements, and benefits to all parties, agree as follows:

1 DEFINITIONS

All terms and phrases not expressly defined herein shall have their ordinary meanings, consistent with local and state law, except where the context clearly indicates a different

meaning. For purposes of this license agreement, the following terms and phrases shall have the meaning subscribed herein:

1.1 The Parties

The City of Oklahoma City, a municipal corporation, and the City of Mustang, a municipal corporation.

1.2 License

The written agreement between the City of Oklahoma City and the City of Mustang, covering the radio system services to be provided, and covering the duties, obligations and rights of the Parties and including any amendments thereto.

1.3 Radio System

The 800 MHz Trunked Radio System (“TRS”) owned and operated by the City of Oklahoma City, and licensed by the FCC, for specific purposes which enable audio conversations to be conducted between users utilizing specific radio terminal equipment.

1.4 Radio Terminal Equipment

Mobile, stationary, or portable communications devices communicating among themselves over specific air wave frequencies.

1.5 Talkgroup

A designated identifier within a trunked radio system used to group users with common conversational needs. Logically equivalent to the term “channel” when referring to conventional radio systems.

1.6 Public Safety Agency

Governmental and public entities or those non-governmental, private organizations which are properly authorized by the appropriate governmental authority whose primary mission is providing public safety services.

2 **OBLIGATIONS OF THE LICENSOR**

Licensor agrees that during the term of this agreement, it shall:

- A. Permit the Licensee access to the Radio System for purposes of conducting daily operational business;
- B. Permit the Licensee access to the Radio System for purposes of radio interoperability with other Public Safety Agencies, both within the TRS and external to the TRS as provided by the system capabilities;
- C. Provide the Licensee with programming services as necessary to provide mutually agreed access to, and functionality of the Radio System in accordance with the currently published fee schedule;
- D. Provide the Licensee with mobile Radio Terminal Equipment installation service in accordance with the currently published fee schedule;
- E. Upon notification that one or more units of the Licensee's Radio Terminal Equipment has been lost or stolen, the Licensor will take all reasonable actions to prevent any of the Licensee's lost or stolen units from gaining access to the Radio System;
- F. Provide the same level of priority access to the Radio System as that afforded to the Licensor.

3 OBLIGATIONS OF THE LICENSEE

Licensee agrees that during the term of this agreement, it shall:

- A. Assume all cost and responsibility for providing Radio Terminal Equipment meeting the technical specification standards as set by the Licensor;
- B. Pay all applicable fees as provided in the fee schedules set forth in Exhibit A;
- C. Provide all necessary mounting accessories as needed to perform mobile radio installation;
- D. Coordinate mobile radio installation with the Licensor as needed to accomplish mutually acceptable scheduling;
- E. Provide its Radio Terminal Equipment to the Licensor for purposes of inventory, marking, and unit identification;
- F. Provide the Licensor with a minimum of ten (10) working days prior notification of any intent to increase or decrease the number of Radio Terminal Equipment units in use by the Licensee;
- G. Provide its Radio Terminal Equipment to the Licensor for purposes of programming and repair;
- H. Upon notification that one or more units of its Radio Terminal Equipment have been lost or stolen, take all reasonable actions to notify the Licensor at the earliest possible opportunity.

4 OBSERVANCE OF LAWS, RULES, AND REGULATIONS

The Parties agree to observe and abide by all applicable statutes, laws, rules and regulations, including, but not limited to, those enforced by the FCC, as well as those applicable administrative rules of the Parties that are now in effect or that may become effective during the term of this License. The Parties acknowledge that, should any statute, rule, regulation, or administrative rule change during the term of this License, and if this change necessitates a modification of the License, the modification may be effectuated by the other party without incurring any liability for such modification. The Parties also agree to amend the License Agreement to conform with said change of law. Provided, however, either party may terminate this Agreement in the event that such change in law or rule-making make the terms of this Agreement untenable to the Parties.

5 LICENSE PERIOD / TERM / TERM RENEWAL AND TERMINATION

This License shall be effective upon the execution of the Agreement by all parties through June 30, 2018 at midnight, with an option to renew for four (4) successive terms ending the 30th day of June of each year under the same terms and conditions, provided both parties agree to renew, subject to annual appropriations.

5.1 Discretionary Termination

This Agreement may be terminated by either Party for any reason or cause, or no reason at all, upon sixty (60) days written notice to the Parties

5.2 Payment upon Termination

Upon receipt of the written notice of termination, the Licensee shall pay the Licensor for all outstanding expenses, costs and charges incurred and all work and services rendered up to the time of termination.

6 NOTICES

All notices and orders given pursuant to this License shall be in writing, delivered to either party using either a traceable delivery service or certified mail. Notices and orders are to be addressed as follows:

If to the City of Mustang:	The City of Mustang Mustang Fire Dept. 465 West SH 152 Mustang, OK 73064 Attn: Carl W. Hickman, Fire Chief
----------------------------	--

If to the City of Oklahoma City:	The City of Oklahoma City Information Technology 100 N. Walker Ave., Suite 600 Oklahoma City, Oklahoma 73102 Attn: Kerry Wagnon, Program Manager
----------------------------------	--

The person and the place to which notices are to be mailed to either party may be changed from time to time by notice given in accordance with the provisions of this section.

7 ENTIRE AGREEMENT

This agreement, including its exhibits and any other documents or certificates incorporated herein by reference, expresses the entire understanding of The Parties. Neither the Licensee nor the Licensor has made or shall be bound by any agreement or any representation to the other concerning this agreement, which is not expressly set forth herein.

8 SEVERABILITY

In the event that any provision, clause, portion or section of this agreement is unenforceable or invalid for any reason, such unenforceability or invalidity may not affect the enforceability or validity of any other paragraph or the remainder of this agreement.

9 AMENDMENT

This License may be modified only by a written amendment of subsequent date hereto, approved and signed by The Parties.

10 DESCRIPTIVE HEADINGS

The descriptive headings of the sections of this License are inserted or annexed for convenience of reference only and shall not affect the meaning, construction, interpretation or effect of this agreement.

11 CONSTRUCTION AND ENFORCEMENT

This License shall be construed and enforced in accordance with the laws of the State of Oklahoma. In the event of ambiguity in any of the terms of this agreement, it shall not be construed for or against any party on the basis that such party did or did not author the same.

12 SURVIVAL OR REPRESENTATIONS

All representation and covenants of the parties shall survive the expiration of this License.

13 PARTIES BOUND

This License shall be binding upon and inure to the benefit of all parties. This License is solely for the benefit of the parties and their successors in interest, and none of the provisions hereof are intended to benefit third parties.

14 VENUE OF ACTION

The parties agree that if any legal action is brought pursuant to this License, such action shall be instituted in the district court of Oklahoma County.

15 EFFECTIVE DATE

The effective date of this License shall be the execution of this agreement by the Parties.

16 NAME AND LOGO

Neither party shall use the other party's name or logo, nor that of any other subcontractors or participating entities, without their prior written permission.

17 NO WAIVER

No omission or delay by either party to this License at any time to enforce any right or remedy reserved to it, or to require performance of any of the terms of this agreement, shall be a waiver of any such right or remedy to which either party is entitled, nor shall it in any way affect the right of either party to enforce such provisions thereafter.

18 FORCE MAJEURE

In the event that performance by either party of any of its obligations or undertakings under this agreement shall be interrupted or delayed by any occurrence not occasioned by the conduct of either party hereto, whether such occurrence be an act of God such as lightning, earthquakes, floods or other like causes, the common enemy, the result of war, riot, strike, lockout, civil commotion, sovereign conduct, explosion, fire or the act or conduct of any person or persons not a party to or under the direction or control of a party hereto, then such performance shall be excused for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

19 SEVERAL LIABILITY

19.1 This License Agreement shall not be construed as creating any agency or third party beneficiary agreements in any form whatsoever.

19.2 All parties shall be exclusively liable for the loss resulting from its torts or the torts of its employees acting within the scope of their employment, subject to the limitations and exceptions specified in the Governmental Tort Claims Act, 51 §§151 et seq. and as amended. The Parties are separate legal entities and no party shall be liable for the acts and omissions of the other party.

19.3 The Licensee shall provide either a certificate of insurance or a letter of self insurance.

20 SERVICE INTERRUPTION

Licensor does not guarantee 100% coverage or service availability. To the extent that service interruption does occur, Licensor will take reasonable steps to remedy the cause of such interruption and restore service to the previous standard of service. Licensor will not be liable to Licensee for lost service during such period of service loss.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed and delivered by their authorized representatives on or as of the day and year first hereinabove written.

THE CITY OF OKLAHOMA CITY

MAYOR

ATTEST:

City Clerk

(Seal)

REVIEWED as to form and legality.

Assistant Municipal Counselor

THE CITY OF MUSTANG

MAYOR

ATTEST:

City Clerk

(Seal)

REVIEWED as to form and legality.

Municipal Counselor

EXHIBIT A FEE SCHEDULE

CAPITAL REPLACEMENT ALLOCATION FEE

FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	
\$19,508	\$19,508	\$19,508	\$19,508	\$19,508	Radio System Upgrade to P25 Standard

Capital Replacement Allocation fee will be assessed annually over the next fifteen years beginning in FY 2018. The fee is proportional to the total number of users of the system and assessed based upon the number of radios in use by each Licensor. The fee will not increase beyond its initial amount, unless it is due to an increasing number of radios used by Licensor. Should the total number of system users increase, the Licensor's portion would decrease and reduce the annual fee.

USAGE FEES

FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	
\$13.27 per radio, per month	\$13.67 per radio, per month	\$14.08 per radio, per month	\$14.50 per radio, per month	\$14.94 per radio, per month	Portable radio usage and maintenance
\$19.10 per radio, per month	\$19.67 per radio, per month	\$20.26 per radio, per month	\$20.87 per radio, per month	\$21.50 per radio, per month	Mobile, desktop, or racked radio usage and maintenance

Usage fees will increase three percent (3%) beginning in FY 2017. Maintenance applies to normal wear and tear of the terminal equipment. Damaged equipment is not covered under the terms of maintenance and is the financial responsibility of the Licensee. Replacement of accessories, such as batteries, microphones, belt clips, and antenna are the responsibility of the Licensee. Maintenance is to be provided at the Oklahoma City Radio Shop.

MOBILE INSTALLATION

Police Front Mount	Police Remote Mount	Fire Front Mount	Fire Remote Mount
\$145.00 / install	\$203.00 / install	\$203.00 / install	\$319.00 / install

Mobile installation is provided by the Oklahoma City Radio Shop. Licensee is responsible for provision of mounting hardware and vehicle antenna. Installation requests will be scheduled in advance with Radio Shop management. The fee is applicable for each installation occurrence, including vehicle replacement and/or transfer of equipment.

BILLING FREQUENCY

Capital Replacement Allocation fee will be billed annually in July of each new fiscal year. Usage and installation fees will be billed semi-annually in arrears. Invoices will include monthly radio usage fees and the total number of mobile installations performed during the 6-month billing period.

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. J-2a
2. MEETING DATE: May 16, 2017
3. TITLE: Appointment of One (1) Member and One (1) Alternate to the ACOG Board of Directors and its Committees, the OEMA Board of Directors, and the appointment of one Councilmember to the Traffic Commission
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: Yearly appointments are made to the ACOG Board and Committees after the Municipal Election. Mayor Adams served as the appointed member of the ACOG Board of Directors and all sub-committees during the last year. Councilor Brian Grider served as the alternate.

Appointments are for the following Boards and Committees:

- ACOG Board of Directors – Need One Councilmember and One Councilmember Alternate
- Intermodal Transportation Policy Committee (ITPC) – Need One Councilmember and One Alternate
- Garber Wellington Policy Committee (GWPC) – Need One Councilmember and One Alternate
- 911 Association Board of Directors – Need One Councilmember and One Alternate

These meetings are held in the ACOG Board Room on the last Thursday (usually) of each month. 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. Both Mayor Adams and Councilor Grider have expressed interest in remaining as the appointed member and alternate for the upcoming year.

Appointments are also necessary for the OEMA Board of Trustees. Councilor Hagan has served as the Appointee to this Board over the last year with Councilor Jones serving as the Alternate. Both Councilor Hagan and Councilor Jones have expressed interest in continuing to serve as the appointed member and alternate.

Finally, there is also the need to appoint one City Councilor to serve on the Traffic Commission. Councilman Riley served on this committee during the last year and expressed a conflict with his new employer. Councilman Leete has expressed an interest in doing so this year.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Staff recommends the following:
- City Council appoint Mayor Adams as the appointed member of the ACOG Board of Directors and all sub-committees for the upcoming year with Councilor Grider being appointed as the alternate.
 - City Council appoint Councilor Hagan as the appointee to the OEMA Board with Councilor Jones serving as the alternate.
 - City Council appoint Councilor Leete as the appointee to the Traffic Commission.
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None

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 **05/02/17** MIA Minutes.
- *2. Claims List for **FY 2017**

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

MAY 2, 2017

The Mustang Improvement Authority met in regular session on Tuesday, May 2, 2017, 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, April 28, 2017, at 11:30 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 **7:51 p.m.**

B. ROLL CALL

Trustees Present: Riley
Leete
Grider
Jones
Schweinberg
Adams

Trustees Absent: Hagan

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **04/18/2017** MIA Minutes
- *2. Claims List for **FY 2017**
- *3. Approval to Turn **Past Due Utility Accounts** Over to the Collection Agency.

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

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

E. INFORMATION/REPORTS

1. **Trustee Manager**

None

2. **Trustees**

F. DISCUSSION ITEMS

- *1. **Discussion, Consideration and Possible Action** regarding Approval of Change Order #2 for Project labeled Raw Water Transmission Lines and Approval of Final Pay Application.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to Approve Change Order #2 for Project labeled Raw Water Transmission Lines and Approval of Final Pay Application.

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

- *2. **Discussion, Consideration and Possible Action** regarding Acceptance of Request for Proposals for Operation, Maintenance, and Management of the Water and Wastewater Treatment Facilities for the City of Mustang and Awarding Services to Recommended Company.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Jones**, to Accept all Three (3) Request for Proposals for Operation, Maintenance, and Management of the Water and Wastewater Treatment Facilities for the City of Mustang.

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

G. ADJOURNMENT

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

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

NAY: None

Meeting was adjourned at **7:53 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						
17-1750	01-A0277	SHAWN DALE AMES	ACQUIRE EASEMENT	5/2017	201705105206	2,000.00
17-0030	01-B0024	BANCFIRST	2014B BOND PAYMENT	5/2017	201705095167	17,930.40
17-0032	01-B0024	BANCFIRST	2014A BOND PAYMENT	5/2017	201705095166	183,507.05
17-1742	01-B0120	BOND FUND	4TH PENNY EXCESS	5/2017	201705095201	35,998.15
17-1747	01-B0224	BALDOMERO LOPEZ JR.	ACQUIRE EASEMENT	5/2017	201705105209	1,000.00
17-0840	01-C0108	COWAN GROUP ENGINEERING, LL89TH STREET IMPROVEMENTS		5/2017	3021	16,984.50
17-1746	01-C0273	JERRY R CARTER AND JEANETTE	ACQUIRE EASEMENT	5/2017	201705105210	7,525.00
17-0051	01-G0030	GENERAL FUND	TRANSFER OPERATING FUNDS	5/2017	201705095168	230,000.00
17-1749	01-J0058	OTIS LEE JOHNSON	ACQUIRE EASEMENT	5/2017	201705105207	14,400.00
17-0062	01-L0045	LIMITED PURPOSE FUND	3RD PENNY EXCESS	5/2017	201705095172	85,479.06
17-1748	01-M0290	MUSTANG CHURCH OF CHRIST-MU	ACQUIRE EASEMENT	5/2017	201705105208	2,600.00
17-1752	01-M0291	ARTHUR MARSH	ACQUIRE EASEMENT	5/2017	201705105204	1,625.00
17-1751	01-Q0012	MARJORIE G QUEEN	ACQUIRE EASEMENT	5/2017	201705105205	9,675.00
17-1387	01-R0078	RED PRAIRIE DESIGN GROUP, P	DESIGN & CONSTRUCTION	5/2017	201705095195	51,788.00
17-0084	01-S0205	STREET IMPROVEMENT FUND	12.5% FRANCHISE FEE	5/2017	201705095171	15,000.00

DEPARTMENT TOTAL: 675,512.16

DEPARTMENT: 72 WATER						
17-0390	01-C0108	COWAN GROUP ENGINEERING, LL	ROCKWELL GROUND STORAGE T	5/2017	3029	14,280.00
17-0462	01-C0108	COWAN GROUP ENGINEERING, L	ENGINEERING SERVICES	5/2017	3028A	5,040.64
17-1757	01-C0135	THE CITY OF OKLAHOMA CITY	WATER PURCHASE	5/2017	201705105220	54,232.61
17-1723	01-00035	OKLAHOMA ELECTRIC COOPERAT	ELECTRIC SERVICE	5/2017	201705095187	11,559.32
17-1705	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095192	14,054.00
17-1756	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705105219	938.27

DEPARTMENT TOTAL: 100,104.84

DEPARTMENT: 75 SEWER						
17-1700	01-C0010	CKENERGY ELECTRIC COOPERAT	ELECTRIC SERVICE	5/2017	201705095179	270.11
17-0839	01-C0108	COWAN GROUP ENGINEERING, LL	WWTP EXPANSION & MODIFICA	5/2017	3030	28,500.00
17-1768	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS USAGE	5/2017	8151-01704A	125.60
17-1723	01-00035	OKLAHOMA ELECTRIC COOPERAT	ELECTRIC SERVICE	5/2017	201705095187	1,446.00
17-1704	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095190	41.61
17-1705	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705095192	229.25
17-1756	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2017	201705105219	1,475.29

DEPARTMENT TOTAL: 32,087.86

5/11/2017 2:43 PM

PURCHASE ORDER CLAIM REGISTER

PAGE: 12

FUND: 68 - IMPROVEMENT AUTHORITY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 78		SANITATION				
17-0318	01-S0085	SILVER STAR CONSTRUCTION	MAINTENANCE CONTRACT	5/2017	24434A	1,218.94
DEPARTMENT TOTAL:						1,218.94
FUND TOTAL:						808,923.80