MUSTANG CITY COUNCIL
JUNE 5, 2012

The Mustang City Council met in regular session on Tuesday, June 5, 2012 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, June 1, 2012 at 6:30 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Vice-Mayor Hagan called the meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE/INVOCATION

Councilman Terry Jones led the assembly in the Pledge of Allegiance and the Prayer.

C. ROLL CALL

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

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

There was none.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

There was no new business, deletions or continuances to the agenda.

F. <u>CONSENT AGENDA</u>

1. Approval of **05/15/12** City Council Budget Minutes.

*2. Claims List for **FY '12**

*3. Approval of Past Due Utility Accounts to be Turned Over to Collection Agency.

4. Approval of Past Due Library Accounts to be Turned Over to Collection Agency.

5. Approval to Renew Contract with the **Youth & Family Services, Inc**. for Fiscal Year 2012-2013.

6. Approval to Renew **Memorandum of Understanding** for Mass Immunization and Prophylaxis Strategy and/or Points of Dispensing Sites.

7. Acceptance of 2010 OKC UASI Homeland Security Grant in the Amount of $2,617.02.

8. Approval of **Resolution No. 12-035,** Making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2011-2012 Fiscal Year Budget by $750.

9. Approval of **Resolution No. 12-036**, Making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2011-2012 by $18,408.55.

10. Approval of **Resolution No. 12-038,** Making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2011-2012 Fiscal Year Budget by $1,000.

Councilman Taylor asked that Item No. 6 be pulled for discussion.

MOTION was made by **Councilman Mount,** seconded by **Vice-Mayor Hagan** to approve Items 1,2,3,4,5,7,8,9 and10 of the Consent Agenda.

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

Councilman Taylor asked about the plan for mass immunization.

Fire Chief, Carl Hickman stated that the Plan currently is in effect if the Governor declares an emergency and medicine has to be dispensed in the City.

He stated that it will be brought to Mustang and will be dispensed to our people and allows the use of City Hall and the Community Center for this process.

Councilman Taylor asked if this was mandatory and the Chief said no and explained further.

MOTION was made by **Councilman Grubbs**, seconded by **Councilman Jones** to approve item No. 6 of the Consent Agenda.

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

G. INFORMATION/REPORTS

1. City Manager

Rutledge stated that the Finance Director resigned. He will be looking for another.

He stated that he has been watching the weather for the last few nights but it turned out okay.

He also stated that he has had some questions from a citizen regarding picking up tree limbs for them after the storm. He stated that he explained that the City can't go on private property to do that.

2. City Council

Councilman Mount talked about the LED Stop Signs that were in place and then moved from Highway 92 then he found out that one was stolen. He talked about what security measures should be taken to protect these signs, etc.

Councilman Mount talked about the phone calls that he has been receiving from citizens regarding the budget. He stated that they did not attend the budget meetings but were getting their information from the newspaper and they had questions. He stated that the price of vehicles for the police department was an issue. He stated that he talked to a citizen for an hour and a half regarding a lot of issues and he did his best to deal with the ones who called him.

Councilman Jones thanked his Ward and stated that they are the best in the City. He stated that he had a tree blow down and he received so much help from his neighbors. He stated that Joe Sutton and some others in his neighborhood cut down his tree and hauled it off and he was very thankful to them.

Jones stated if you know someone with a disability try to help them when they need it.

Councilman Grubbs asked that the City look into something in the future for better architectural standards on our buildings. He talked about the commercial buildings on Highway152 that are metal buildings with stucco on the side of them. He stated that they are not good to see.

City Manager Rutledge stated that the City changed some of the ordinances a few years ago that addressed this issue.

Councilman Taylor stated that he had a call from Wayne Watts with concerns about the police budget. He also asked about a toddler swing at Old City Park.

Justin Battles, Parks/Recreation Director stated that it has already been ordered and it takes about 6 to 8 weeks for delivery.

Councilman Taylor stated that he was disappointed with the LED Signs being taken down. A lot of citizens were happy that those signs were there. He went on to warn everyone that there is still a four (4) way stop there even if the LED lights are down.

Rutledge stated that the signs at SW 59th and Highway 92 belong to Oklahoma City. It was our understanding that they would be there for 6 months but the City had no input on that. He stated that we were going to our signs there but they chose to use their own. We will follow up on this.

Rutledge explained that our signs are at South Mustang Road and Dowden but one was stolen the other day. The sign was found the same day at Linden at the Park and it was not harmed and has been put back up. He stated that we have done as much as we can to protect these signs. It is a risk we must take.

Jones stated that the trees were trimmed back from the signs and that helped a lot.

Hagan asked how many LED signs do we have and Rutledge stated two.

Mayor Adams used his money to purchase them.

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** Regarding Approval of Accounting and Consulting Services Engagement Letter for Fiscal Year 2012-2013 as Submitted by Crawford & Associates, P.C.

MOTION was made by **Councilman Grubbs**, seconded by **Councilman Mount** to approve Item H-1.

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

*2. **Public Hearing** on **Fiscal Year 2012-2013** Annual Budgets for the City of Mustang, the Mustang Improvement Authority and Related Funds in Accordance with State Statutes.

MOTION was made by **Councilman Jones**, seconded by **Councilman Taylor** to open the public hearing.

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

MOTION was made by **Councilman Jones**, seconded by **Councilman Mount** to close the public hearing.

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

No one spoke in favor of or against the budget.

*3. **Discussion, Consideration and Possible Action** Regarding Approval of **Resolution No. 12-037**, Approving the **Fiscal Year 2012-2013** Budgets for the City of Mustang, Mustang Improvement Authority and Related Funds.

Brenda Wright with Crawford and Associates spoke to Council and stated that she could not address the contents of the Budget. She stated that she checked the bond payments and she explained. She also explained the annual transfers were changed in order to balance the Debt payment for the year. According to State Statutes the transfers in have to balance the transfers out. We had a couple of transfers that did not balance so we corrected those so we were in compliance with the State Statute.

Brenda Wright and **Councilman Grubbs** talked about fund balances. The GO Bond accidentally got put in the wrong fund but we have corrected that issue. The Bond that we just closed on is split up into two (2) funds so that there is no issue with what money was spent on what project. We will know exactly how much money was spent on what project and we know exactly how much money we have left.

MOTION was made by **Vice-Mayor Hagan**, seconded by **Councilman Grubbs** to approve Resolution No. 12-037.

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

4. **Discussion, Consideration and Possible Action** Regarding Approval of Agreement with Schwarz Paving Company, Inc. for the Pavement Reconstruction of S. Czech Hall Road and Approval of Performance, Statutory and Maintenance Bonds Pertaining to the Bid.

MOTION was made by **Councilman Grubbs**, seconded by **Councilman Mount** to approve.

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

5. **Discussion, Consideration and Possible Action** Regarding Approval of Contract with EST Engineering Services for Construction Inspection Services for the South Czech Hall Road Resurfacing Project.

Vice-Mayor Hagan pointed out that this is not to exceed $22,025.

MOTION was made by **Councilman Grubbs**, seconded by **Councilman Jones** to approve.

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

6. **Discussion, Consideration and Possible Action** Regarding Approval of Agreement with Silver Star Construction Company, Inc. for the Rollin' Acres Subdivision Resurfacing Project and Approval of Performance, Statutory and Maintenance Bonds Pertaining to the Bid.

MOTION was made by **Councilman Grubbs,** seconded by **Vice-Mayor Hagan** to approve.

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

7. **Discussion, Consideration and Possible Action** Regarding Approval of Contract with EST Engineering Services for Construction Inspection Services for the Rollin' Acres Resurfacing Project.

MOTION was made by **Councilman Mount**, seconded by **Vice-Mayor Hagan** to approve.

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

Vice-Mayor Hagan reminded Council that the amount is not to exceed $10,220.

8. **Discussion, Consideration and Possible Action** Regarding Acceptance of Submittals of RFQ's from Architects for the Design and Construction of Expansions to the Banquet Hall Facilities and the Mustang Public Library Located in the Mustang Town Center Complex, Determination of the Interview and Selection Process.

City Manager Rutledge explained that this item calls for a Committee to be put together to review the 7 RFQ's received by the City then a Special Meeting will be held to Interview the ones that were chosen to be interviewed.

Rutledge talked about who would be on the committee and stated that Desiree Webber, Library Director suggested two names from her Library Board and one from Friends of the Library to be on the Committee.

He stated that it would be good to have two from the Council, two from Parks/Recreation and two from the Library and he would sit on it.

Councilman Grubbs stated that he would like to sit on the Committee along with Mayor Adams.

The ones chosen to serve on the committee were Justin Battles and Jean Heasley from the Parks Department, Desiree Webber and Bill Edwards from the Library, Mayor Adams and Mark Grubbs from the Council and Robert Coleman from Community Development. The City Manager would be the Alternate.

MOTION was made by **Vice-Mayor Hagan**, seconded by **Councilman Mount** to accept the RFQ's and create a Committee as stated.

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

9. **Discussion, Consideration and Possible Action** Regarding Acceptance of Engineer's Site Plan Titled Phase I Wildhorse Athletic Park Soccer Complex.

Justin Battles, **Parks/Recreation Director** reported that this is a priority relocation of two Soccer Fields and would be the first step to take before breaking ground for the Baseball Field.

MOTION was made by **Councilman Jones**, seconded by **Councilman Mount** to approve.

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

Grubbs stated that the site plan is good and asked where they are putting the concession stands.

Justin Battles stated that it would be between far east field towards NE edge of parking lot and they communicated that to the Soccer people and Amanda with EST explained the grading.

Councilman Grubbs stated that he did not want to interfere too much but wants to know that along the East side there is a trickle channel design and maybe we could save some money. He wants to know if we need it to be four foot or can we go with two foot to save some money.

Amanda stated that they could do a two foot and it would save a little bit of money. She explained further.

10. **Discussion, Consideration and Possible Action** Regarding Authorization to Go Out for Bid for Construction of Phase I Wildhorse Athletic Park Soccer Complex.

Justin Battles, Parks/Recreation Director explained that this item needs to be done before the City starts on the baseball fields.

MOTION was made by **Councilman Taylor**, seconded by **Councilman Jones** to approve Item H-10.

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

11. **Discussion, Consideration and Possible Action** Regarding Acceptance of Engineer's Site and Grading Plan for Wildhorse Park Baseball Complex.

MOTION was made by **Vice-Mayor Hagan**, seconded by **Councilman Mount** to approve.

Councilman Grubbs stated that he was not ready to approve this because he has a lot of questions. He doesn't know where the parking and the entrance is going to go. He would like to see some thinking about that now. He stated that we need to know where these things go before we go any further.

Amanda with EST Engineering explained that they still have three (3) sets of plans that have to be completed and that includes all drainage and Soccer Phase II Plans so it is coming. She stated that she has this for a later date.

Grubbs stated that we aren't going forward with grading now. He wants to see more.

Battles stated that they can hold off on this; he wanted Council to see this now,

Councilman Taylor asked Battles and the City Manager if they were okay with the plans the way they are now and they said yes, they are.

Vice-Mayor Hagan rescinded her Motion.

Grubbs stated that he did not think anything was wrong with it he just had questions on where the entrance would go, etc.

Amanda with EST stated that they have that and if council wants to see it before they approve this that is okay.

Battles stated that they would still have time if Council wants to wait.

Battles also stated that they could table this Item until we get the site plan from EST.

MOTION was made by **Vice-Mayor Hagan**, seconded by **Councilman Grubbs** to table this item until site plan documents are brought back.

Councilman Jones stated that he would like to walk the ground on this if he could after the site plan is received.

Battles stated he would be happy to do that.

The vote was taken and is as follows:

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

12. **Discussion, Consideration and Possible Action** Regarding Approval to Solicit Bids for Mustang Town Center Roof Repairs.

Justin Battles, Parks/Recreation Director reported to Council that the Town Center Roof was in need of repairs and that they have had some companies come out and look at it.

City Manager Rutledge stated that he talked to Lance Miller and he provided names of companies who do this type of work and can help in bringing the cost down for the repairs.

Councilman Mount asked who writes the specs on a repair job such as this and Battles stated that he did.

Battles stated that it would be a tar and gravel roof and the specs will come back to repair not to replace the roof. The roof has been on since 2001 and we moved into the building in 2002.

MOTION was made by **Vice-Mayor Hagan**, seconded by **Councilman Grubbs** to approve Item H-12.

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

J. CITY ATTORNEY'S REPORT

There was no report by the City Attorney.

K. ADJOURNMENT

MOTION was made by **Vice-Mayor Hagan,** seconded by **Councilman Jones** to adjourn.

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

The meeting was adjourned at **8:05 p.m.**

____
Mayor

Attest:

____
City Clerk

MUSTANG IMPROVEMENT AUTHORITY
JUNE 5, 2012

The Mustang Improvement Authority met in regular session on Tuesday, June 5, 2012 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, June 1, 2012 at 6:30 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Vice-Chairman Hagan called the meeting to order at **8:05 p.m.**

B. ROLL CALL

Trustees Present: **Taylor**
Grubbs
Jones
Hagan
Mount

Trustees Absent: **Bowers**
Adams

C. NEW BUSINESS

There was no new business.

D. <u>CONSENT AGENDA</u>

1. **Approval of 05/04/12 MIA Budget Meeting Minutes.**
2. **Approval of 05/15/12 MIA Minutes.**

*3. **Claims List for FY '12**

*4. **Approval of Utility Accounts to be Turned Over to Collection Agency.**

MOTION was made by **Trustee Grubbs,** seconded by **Trustee Mount** to approve the Consent Agenda.

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

E. INFORMATION/REPORTS

1. **Trustee Manager**
2. **Trustees**

There were no reports.

F. DISCUSSION ITEMS

*1. **Public Hearing** on **Fiscal Year 2012-2013** Annual Budgets for the City of Mustang, the Mustang Improvement Authority and Related Funds in Accordance with State Statutes.

The Public Hearing was opened and closed by the **Vice-Chairman Linda Hagan**. No one spoke for or against the FY 2012-2013 Annual Budget.

*2. **Discussion, Consideration and Possible Action** Regarding Approval of **Resolution No. 12-037**, Approving the Fiscal Year **2012-2013** Budgets for the City of Mustang, Mustang Improvement Authority and Related Funds.

MOTION was made by **Vice-Chairman Hagan,** seconded by **Trustee Grubbs** to approve **Resolution No. 12-037.**

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

G. ADJOURNMENT

MOTION was made by **Vice-Chairman Hagan,** seconded by **Trustee Jones** to adjourn.

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

The meeting was adjourned at 8:10 p.m.

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Chairman

Attest:

____
Secretary