**MUSTANG CITY COUNCIL**
**JUNE 19, 2012**

The Mustang City Council met in regular session on Tuesday, June 19, 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 June 15, 2012 at 3:15 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

## A. CALL TO ORDER

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

## B. PLEDGE OF ALLEGIANCE/INVOCATION

John Kyrianis led the assembly in the Pledge of Allegiance and the prayer.

## C. ROLL CALL

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

## D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

Mike Rockie with the Aeronautical Center Amateur Radio Club reminded Council that they would be the communications for the Bike Ride and Tour D Cure events in the City. Their trailer, provided by the Grady County Sheriff's Office, for the command post will be north of the building. He thanked the park department for being very helpful to them and he talked about Ham Radio Operators and how helpful they are during an emergency.

He invited everyone to visit them from noon on Saturday to noon on Sunday.

## E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

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

## F. CONSENT

*1. Approval of **05/04/12** City Council Budget Minutes.
2. Approval of **06/05/12** City Council Minutes.
*3. Claims List for **FY '12**
4. Approval to Renew **Public Works Project Contract** by and between the Oklahoma Department of Corrections and the City of Mustang.
5. Approval to Renew Agreement with **Smart Technologies** for Remote Network Administration.
6. Approval of Proclamation Declaring July as **"Parks and Recreation Month".**
7. Approval of **Resolution No. 12-039**, Making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2011-2012 Fiscal Year Budget by $295.
8. Approval of Request for Retirement through OMRF from Former Employee Harold Gaddy.
9. Approval of **Resolution No. 12-040**, Making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2011-2012 Fiscal Year Budget by **$119,085**.
10. Approval of **Resolution No. 12-041**, Making Changes in the General Fund Budget by Making Supplemental Appropriation to Increase the 2011-2012 Fiscal Year by **$263,445**.

**MOTION** was made by **Councilman Mount,** seconded by **Councilwoman Hagan** to approve Consent Agenda Items 1 through 10.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

The **City Manager** stated that item F-8 is an employee that worked for Public Works many years ago and retired from the City. He was a long time employee of PSG.

## G. INFORMATION/REPORTS

### 1. City Manager

**City Manager Rutledge** stated that Rick Cave passed away recently. He was a

Coach and friend of the Softball Association for many years and services would be held on Thursday at the Softball Field.

**Rutledge** talked about the S. Czech Hall Road repairs. He stated that it will be done like the N. mile and 5 inches of overlay will be put on it and the road will be closed starting tomorrow. They will start on the north end and work south.

**Mayor Adams** asked when work would start on Rollin' Acres.

**Rutledge** stated it would be after the 4th of July.

**2. City Council**

**Councilman Mount** stated that he has had several conversations with citizens but there have been no complaints.

**Councilman Jones** stated we should help the Mayor celebrate the special commendation he received. He asked the Mayor to explain his award.

**Mayor Adams** explained why he missed the last two Council Meetings. He talked about his trip to Las Vegas to the International Conference where he received an award for extraordinary use of technology.

**Councilwoman Bowers** stated that she finished her new officer training. She stated that she heard from citizens regarding people parking in yards, etc. She also stated that there are a lot of snakes in her neighborhood.

**Mayor Adams** stated that he is finished with meetings out of town so he should not be missing anymore meetings and he apologized for that.

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

**MOTION** was made by **Mayor Adams,** seconded by **Councilman Mount** to appoint **Karl Mengers** to the Library Board.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

## H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** Regarding Approval of FY 2012 Engagement Letters between Arledge & Associates and the City of Mustang for Auditing Services.

**City Manager Rutledge** reported that Arledge has been the City's auditors for several years and he saw no reason to change now. Staff recommended approval.

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

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

2. **Discussion, Consideration and Possible Action** Regarding Approval of **Ordinance No. <u>1073</u>,** Amending Chapter 114, Article II, by Amending Section 114-51(B)(4) to Provide that the Chairperson of the Planning Commission Shall be a Member of the Traffic and Transportation Commission or at the Option of Such Chairperson, Another Member of the Planning Commission, Nominated by the Chairperson and Approved by the Planning Commission, shall Serve as a Member of the Traffic and Transportation Commission; Providing for Severability and Declaring an Emergency.

**City Manager Rutledge** stated that currently the ordinance requires the Chairman of the Planning Commission to serve on the Traffic Commission but after further discussion it was decided that any member of the Planning Commission should be able to serve on the Traffic Commission. This ordinance allows that.

**Mayor Adams** stated that he spoke with Councilman Taylor who serves on the Traffic Commission and Taylor wanted to move this meeting to an evening meeting but Adams didn't think it would be fair to City employees to make them attend another evening meeting.

**MOTION** was made by **Mayor Adams**, seconded by **Councilman Mount** to approve **Ordinance No. 1073**.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

There were not enough Councilmembers present to approve the emergency clause of the ordinance.

3. **Discussion, Consideration and Possible Action** to Accept Submittals of the RFQ's from Engineering Firms for the Position of City Engineer, Determination of the Interview and Selection Process.

**City Manager Rutledge** reported that the City received four (4) RFQ's for the City Engineer position and this item is to accept those RFQ's and determine a time for interviews at a special meeting of the Council.

**MOTION** was made by **Mayor Adams**, seconded by **Councilman Jones** to accept the RFQ's for City Engineer.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

**Rutledge** stated rather than form a committee to shorten the list Council can set a special meeting to interview all four of the Engineers.

After a brief discussion, **MOTION** was made by **Mayor Adams**, seconded by **Councilman Mount** to set a Special meeting for **Thursday, July 5, 2012 at 6:00** p.m. in the Police Station for interviews for City Engineer.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

4. **Discussion, Consideration and Possible Action** Regarding Approval of Special Meeting Date to Facilitate City Council Interviews for Qualified Architects for the Expansion of Town Center.

**Mayor Adams** reported that the Committee met and dwindled down the RFQ's from seven that were submitted to three Architectural firms.

It was discussed that a special meeting would be held to interview the three remaining firms. The suggested time is for Thursday, June 28, 2012 at 5:00 p.m. at the Police Station.

**MOTION** was made by **Mayor Adams**, seconded by **Councilwoman Hagan** to set the Special Meeting for the interviews for qualified Architects for June 28, 2012 at 5:00 p.m. at the Police Station.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

5. **Discussion, Consideration and Possible Action** Regarding Approval of a Cost of Living Increase for all Full Time Non-Uniform Employees.

**Councilwoman Hagan** stated that she asked that this item be placed on the agenda for discussion. She asked the City Manager what amount of COLA increase had been put in the budget.

**City Manager Rutledge** stated that he has done research on this and it has been put in the budget but he stated that he did not want to disclose the amount right now.

He would like Council to consider between **2 %, 2.5% and 3% for the COLA** for City staff. He stated that we have a great staff and he felt that they deserved the COLA in whatever amount Council so desired to give them. He pointed out that he would not get the COLA, it is for staff only.

**Hagan** asked him if he had the amount of what it would cost for each COLA amount and Rutledge said yes.

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|---|---|
| 2% | for 36 staff members would be $31,400. |
| 2.5% | for 36 staff members would be $39,300. |
| 3% | for 36 staff members would be $47,100. |

**Hagan** asked if he has met with staff to see if this is in the budget and Rutledge said, yes, we do have the money.

**After a brief discussion, MOTION** was made by **Councilman Mount**, seconded by **Councilwoman Hagan** to approve a **2.5% COLA** for non-uniformed employees.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

6. **Discussion, Consideration and Possible Action** Regarding Approval of Council Projects.

**Mayor Adams** stated that he talked with the City Manager on this item and thought it best to discuss this with Council. He reminded Council that several years ago the then City Manager, David Cockrell, set this up so Council would be allotted a budgeted amount of $5,000 for them to use for any project that they chose.

**Adams** stated that his concern is over eyebrows being raised on how the money is being spent. He stated that we all need to be transparent so he would like to reform this and put this money together as a group. Bring the project that you are interested in and make a decision on it in an Open Meeting. We would all make a decision on it. He stated, for example, the website issues. We could use the money for that together.

**Councilwoman Hagan** stated that she liked that idea. She likes the idea of using money as a group.

**Councilman Jones** asked if the money in the past that retired Council wanted to use for something would be retired.

**Rutledge** stated that this would uncomplicate everything.

**Adams** stated that the mentality that it is my money is not the way it was intended to be.

**Bowers** agreed that she had a list of what she could do for her Ward area so this might be better.

**Rutledge** explained that $5,000 seems to be a lot of money but not enough to finish a project. If we use it all in on one project it would make a better project.

**MOTION** was made by **Mayor Adams**, seconded by **Councilwoman Hagan** that the funds set aside in the budget—the $35,000 for Council's Discretionary Fund—should be put under one Special Projects column under Council in the Budget. And from this point forward, any ideas to utilize the Special Projects money or expenditures of the Special Projects money is brought to the entire Council for a vote as a group effort.

**AYE: Bowers, Jones, Hagan, Mount, Adams**
**NAY: None**

**Councilwoman Hagan** stated that she would just like to see her money go to roof repair at the Town Center.

**Mayor Adams** stated that the roof repair at the Town Center will definitely be taken care of. He also stated that this is for the new budget beginning July 1, 2012.

**Hagan** stated that Rutledge would take care of it.

**Bowers** asked about money left over this year and Rutledge stated that they could still allocate funds for this.

**Adams** explained that it goes forward but does not increase, it stays the same.

**Hagan** stated that they need to address the $5,000 this year,

**Adams** stated that manufacturing projects just to spend the money was not the purpose of this.

**Jones** asked if they had to work it out with the City Manager and Rutledge stated that we could put this as another agenda item on our Special Meeting.

## J. CITY ATTORNEY'S REPORT

There was no report but the City Attorney did talk about having an orientation meeting with Council at some point.

**Adams** stated that they would look at that later.

## K. ADJOURNMENT

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

**AYE: Bowers, Jones, Hagan, Mount, Landrith**
**NAY: None**

**The meeting was adjourned at 7:45 p.m.**

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**Mayor**

**ATTEST:**

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**City Clerk**

**MUSTANG IMPROVEMENT AUTHORITY**
**JUNE 19, 2012**

The Mustang Improvement Authority met in regular session on Tuesday, June 19, 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 June 15, 2012 at 3:15 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

**A. CALL TO ORDER**

**Chairman Adams** called the meeting to order at 7:45 p.m.

**B. ROLL CALL**

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|---|---|
| **Trustees Present:** | **Bowers** |
| | **Jones** |
| | **Hagan** |
| | **Mount** |
| | **Adams** |
| **Trustees Absent:** | **Taylor** |
| | **Grubbs** |

**C. NEW BUSINESS**

There was no new business.

**D. CONSENT AGENDA**

***1. Approval of 05/04/12 City Council Budget Minutes.**
**2. Approval of 06/05/12 MIA Minutes.**
***3. Claims List for FY '12**

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

**AYE: Bowers, Jones, Hagan, Mount, Landrith**
**NAY: None**



**E. <u>INFORMATION/REPORTS</u>**

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

There were no reports.

**F. ADJOURNMENT**

**MOTION** was made by **Chairman Adams**, seconded by **Trustee Mount** to adjourn.

**AYE: Bowers, Jones, Hagan, Mount, Landrith**
**NAY: None**

**The meeting was adjourned at 7:46 p.m.**

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**CHAIRMAN**

**ATTEST:**

SECRETARY