

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Dave Bryan, Pastor, Chisholm Heights Baptist Church

C. ROLL CALL

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

F. 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 Councilmember's that item will be removed and heard in regular order.

1. Approval of **12/05/2017** City Council Minutes.
- *2. Claims List for **FY 2018**.

G. INFORMATION/REPORTS

1. City Manager Report
2. City Council Reports

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** regarding Acceptance of Resignation of Ward I Councilmember Mark Quigley effective December 6, 2017.
2. **Discussion, Consideration and Possible Action** regarding Process for Appointment of Councilmember to Represent Ward I.

3. **Discussion, Consideration and Possible Action** regarding Acceptance of Resignation of Ward VI Councilmember Jess Schweinberg effective December 6, 2017.
4. **Discussion, Consideration and Possible Action** regarding Process for Appointment of Councilmember to Represent Ward VI.
5. **Discussion, Consideration and Possible Action** regarding Election of Vice-Mayor.

J. CITY ATTORNEY'S REPORT

1. **Discussion, Consideration and Possible Action** regarding proposed settlement and Journal Entry of Judgment relating to *Superior Investments, L.L.C., et al. v. City of Mustang, Oklahoma*, Case No. CV-2017-322, District Court, Canadian County, State of Oklahoma; **and, proposed Executive Session as authorized by 25 Okla. Stat. §307(B)(4).**
2. **Discussion, Consideration and Possible Action** regarding *City of Mustang vs. Citizens Energy II, LLC*, Case No. CV-2017-325, District Court, Canadian County, State of Oklahoma; **and, proposed Executive Session as authorized by 25 Okla. Stat. §307(B)(4).**

K. ADJOURNMENT

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

**MUSTANG CITY COUNCIL
DECEMBER 5, 2017**

The Mustang City Council met in regular session on Tuesday, December 5, 2017, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted as required on Friday, December 1, 2017, at 3:10 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 Taylor Cockrell, Youth Pastor, Lakehoma Church of Christ.

Pastor Cockrell led the assembly in the Pledge and Invocation. He stated Pastor Waugh was unable to be here tonight due to surgery, so he came in his place. He stated the Church was thriving and growing and was seeking to branch out and become more involved in the community.

C. ROLL CALL

Councilmembers Present:	Quigley
	Leete
	Grider
	Jones
	Hagan
	Schweinberg
	Adams

Councilmembers Absent: **None**

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 **11/17/2017** City Council Special Meeting Minutes.
2. Approval of **11/21/2017** City Council Minutes.
- *3. Claims List for **FY 2018**.
- *4. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
5. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.
- *6. Approval of **Schedule of Meetings** for City Council, Boards and Commissions, and Holidays for the City of Mustang/MIA for the Year 2018.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to approve Items F-1 through F-6 of the Consent Agenda.

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

G. INFORMATION/REPORTS

1. City Manager

a. Recognition of Alan Ponder

Assistant City Manager Battles called Mr. Ponder to the front stating Mr. Ponder had worked for the City for 31 years and had worn many hats during that time stating he was retiring and would be missed.

Mayor Adams read a letter of appreciation and presented it, along with a Key to the City, to Mr. Ponder.

Mr. Ponder thanked everyone stating he would always treasure this time.

b. City Manager Report

City Manager Rooney stated City Hall would be closed from 3:00 to 5:00 on Wednesday due to some software upgrades. He also stated the City participated in job shadowing by Mustang High School students in the Youth Leadership program. He stated pictures would be posted on the City's Facebook page.

2. City Council

a. Appointment of One (1) Member to the Mustang Planning Commission.

Community Development Director Helsel stated a vacancy had occurred on the Planning Commission representing Ward 3 stating one application had been received through the City's Talent Bank from a Ward 3 citizen, Mr. David Russell. She stated Staff recommends his appointment.

MOTION was made by **Mayor Adams**, seconded by **Councilman Grider**, to Appoint Mr. David Russell to the Mustang Planning Commission.

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

b. City Council Reports

Mayor Adams asked the Councilmembers if they had anything to report in

Councilman Quigley did not have anything to report at this time.

Councilman Leete stated he had the opportunity to work with the Police Department on an item stating he couldn't express how impressed he was with them. He stated the City was lucky to have the Fire Department, Police Department and City Staff that we have.

Councilman Grider did not have anything to report at this time.

Councilman Jones did not have anything to report at this time, and stated he would be retired as of December 31, 2017.

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

Councilman Schweinberg stated the Christmas Tree Lighting ceremony at Town Center was great.

Mayor Adams also stated the Christmas Tree Lighting ceremony was great stating Town Center was looking good.

H. DISCUSSION ITEMS

- *1. **Discussion, Consideration and Possible Action** regarding Acceptance of the Comprehensive Annual Financial Report and Report on Internal Control and Compliance with Government Auditing Standards for Fiscal Year ending June 30, 2017.

Ann Elfrink, with Elfrink and Associates, PLLC, presented a report on the City's annual audit for Fiscal Year 2017 stating there were two reports, (1) a report on financial statements where she states there was a reasonable basis for rendering an unmodified opinion that the City of Mustang's financial statements for the fiscal year are fairly presented in conformity with GAAP; and (2) a report on internal control where no opinion is given and stated no deficiencies were found. She congratulated the City for again receiving the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada (GFOA) stating it is a very stringent process and is the standard setter for CAFR and is the only real measurement of excellence for government reporting. **Elfrink** stated Staff as always were very good to work with and did not have any issues or problems.

City Manager Rooney stated Ms. Elfrink's group is very good to work with as well stating the Finance Department should be commended.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Leete**, to Accept the Comprehensive Annual Financial Report and Report on Internal Control and Compliance with Government Auditing Standards for Fiscal Year ending June 30, 2017.

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

J. CITY ATTORNEY'S REPORT

1. **Discussion** of *Superior Investments, L.L.C., et al. v. City of Mustang, Oklahoma*, Case No. CV-2017-322, District Court, Canadian County, State of Oklahoma; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(4).**
2. **Discussion, Consideration and Possible Action** regarding *City of Mustang vs. Citizens Energy II, LLC*, Case No. CV-2017-325, District Court, Canadian County, State of Oklahoma; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(4).**

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

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

TIME ADJOURNED to Executive Session: **7:16 p.m.**

Mayor Adams called the meeting back in session at **7:53 p.m.**

In reference to Item J-1 –

Informational purposes only, no action needed.

In reference to Item J-2 –

MOTION was made by **Councilman Leete**, seconded by **Councilman Schweinberg**, to proceed as discussed.

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

K. ADJOURNMENT

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

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

The meeting was adjourned at **7:53 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 MAYOR AND COUNCIL						
18-0056	01-D0102	DEBEE GILCHRIST, PLLC	ATTORNEY FEES	12/2017	73178	174.75
18-0090	01-E0027	ELFRINK AND ASSOCIATES, PLLA	AUDITING SERVICES	12/2017	171122	19,000.00
DEPARTMENT TOTAL:						19,174.75
DEPARTMENT: 11 CITY MANAGER						
18-0053	01-A0122	ALLIANCE MAINTENANCE, INC	JANITORIAL SERVICES	12/2017	98611	675.00
18-0207	01-I0104	INVESTIGATIVE CONCEPTS, INC	BACKGROUND PRE-EMPLOYMENT	12/2017	201712126602	22.00
18-0121	01-M0001	STAR COMMUNICATION CORPORAT	LEGAL PUBLICATIONS	12/2017	5210	123.75
18-0206	01-M0001	STAR COMMUNICATION CORPORAT	ADS FOR JOB OPENINGS	12/2017	201712146633	80.00
18-0783	01-M0115	MTM RECOGNITION CORPORATION	SERVICE AWARDS	12/2017	5910275	693.61
18-0116	01-M0180	MUSTANG CHAMBER OF COMMER	CHAMBER LUNCHEONS	12/2017	14224	250.00
18-0120	01-M0234	MUSTANG TIMES	LEGAL PUBLICATIONS	12/2017	MT604387	31.50
18-0205	01-M0234	MUSTANG TIMES	ADS FOR JOB OPENINGS	12/2017	201712146634	110.00
18-0714	01-P0099	PRINCIPAL LIFE INSURANCE	CORETIREE INSURANCE	12/2017	201712146635	180.66
18-0715	01-U0220	USAVISION, INC	RETIREE INSURANCE	12/2017	201712146636	48.75
DEPARTMENT TOTAL:						2,215.27
DEPARTMENT: 12 LIBRARY						
18-0302	01-B1023	BTAC ACQUISITION CORP.	NONFICTION BOOKS FOR COLL	12/2017	5014791611	100.15
18-0317	01-B1023	BTAC ACQUISITION CORP.	ADULT FICTION	12/2017	5014778646	36.04
18-0300	01-M0263	MIDWEST TAPE, LLC	NONPRINT ITEMS FOR COLLE	12/2017	95624081	19.98
18-1047	01-P0108	CITY OF PONCA CITY, OKLAHOM	MILL LOST ITEM	12/2017	201712126626	25.99
18-0527	01-T0048	CENGAGE LEARNING	LARGE PRINT BOOKS	12/2017	62266887	223.91
DEPARTMENT TOTAL:						406.07
DEPARTMENT: 13 PARKS AND RECREATION						
18-0530	01-B1026	B&C APPAREL	T-SHIRTS FOR SOFTBALL LEA	12/2017	34277	164.00
18-1015	01-B1026	B&C APPAREL	BASKETBALL SHIRTS	12/2017	34277a	1,000.00
18-0479	01-C0278	COX COMMUNICATIONS, INC.	TV FOR TREADMILLS	12/2017	201712126615	92.32
18-0233	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	12/2017	NP52034107A	469.65
18-1056	01-L1007	CARISSA LAFFOON	REFUND FOR WINTER BREAK	12/2017	256141	120.00
18-0840	01-N0004	NATIONAL AFTERSCHOOL ASSOC	INAA 2018 CONFERENCE	12/2017	20482-20709	420.00
18-0136	01-O0035	OKLAHOMA ELECTRIC COOPERAT	IELECTRIC SERVICE	12/2017	201712126623	3,997.07
18-0139	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	12/2017	201712126621	30.45
18-0683	01-P0103	LARRY G. LOGAN	TABLE CLOTHS FOR EVENTS	12/2017	TREE LIGHTING 2017	38.00
18-1043	01-R0172	TARA RODRIGUEZ	STROLLER FIT REFUND	12/2017	201712126627	25.00
18-0925	01-S0156	STREET SIDE LTD. CO., INC.	CHRISTMAS LIGHTS & TREE	12/2017	1002A	6,000.00
18-0505	01-V0050	CELLCO PARTNERSHIP	JET PACK & PHONE	12/2017	9796734625A	173.43
18-0793	01-W0169	TERRI MYERS	WHODUNIT MYSTERY DINNER	12/2017	18-126	800.00
DEPARTMENT TOTAL:						13,329.92

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15 GENERAL GOVERNMENT						
18-0709	01-D0088	STATE OF OKLAHOMA	INMATE LABOR	12/2017	UNCCC-306 1117	840.00
18-0141	01-00014	OK MUNICIPAL ASSURANCE GROUP	PUBLIC OFFICIAL BOND	12/2017	201712126625	519.38
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	12/2017	201712126623	467.88
18-1058	01-01177	OK TAX COMMISSION	SALES TAX PAYABLE	12/2017	201712126601	46.49
18-0155	01-S0085	SILVER STAR CONSTRUCTION	STREET & MOWING CONTRACT	12/2017	24716	75,363.66
18-0158	01-S0093	SMART TECHNOLOGIES, INC	OPERATING SYSTEM MAINT.	12/2017	717502	3,179.95
18-0159	01-S0173	STANDLEY SYSTEMS, LLC	COPIER LEASE/USAGE	12/2017	780321	2,322.78
DEPARTMENT TOTAL:						82,740.14
DEPARTMENT: 16 TRANSFERS						
18-0040	01-L0045	LIMITED PURPOSE FUND	10% EXCESS OVER \$800,000.	12/2017	201712126604	3,046.48
18-0041	01-M0210	MUSTANG IMPROVEMENT AUTHORITY	SALES TAX TRANSFER	12/2017	201712126603	430,464.80
18-0045	01-S0205	STREET IMPROVEMENT FUND	TRANS. TO STREET IMPROV.	12/2017	201712126611	15,000.00
DEPARTMENT TOTAL:						448,511.28
DEPARTMENT: 18 TOWN CENTER						
18-0247	01-A0122	ALLIANCE MAINTENANCE, INC	CLEANING SUPPLIES	12/2017	98610	4,435.00
18-0081	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS SERVICES	12/2017	201712136630	219.20
18-0899	01-J0074	JACKSON MECHANICAL SERVICE	BOILER REPAIRS	12/2017	17-1801	469.60
18-0702	01-K0033	KONE, INC	ELEVATOR MAINTENANCE	12/2017	N40081161	772.53
18-0478	01-L0052	LOCKE SUPPLY CO	LIGHTS & ELECTRICAL SUPPL	12/2017	33024541-00	169.17
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	12/2017	201712126623	6,874.57
18-0514	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	12/2017	419712138	1,175.01
18-0868	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	12/2017	420888919	235.60
18-0972	01-W0139	WEATHERMAN MECHANICAL, INC	REPLACE HVAC UNITS	12/2017	2258716783	6,873.42
DEPARTMENT TOTAL:						21,224.10
DEPARTMENT: 19 BALL COMPLEX						
18-0236	01-A0131	JAMES HILLIS	PORT A POTTIES	12/2017	20192	147.00
18-0737	01-B1019	BEN E. KEITH COMPANY	FOOD FOR CONCESSION	12/2017	63740022	97.96
18-0232	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	12/2017	NP52034107B	133.80
18-0574	01-I1119	STEPHEN WHOLESALE CO, INC.	FOOD FOR CONCESSION	12/2017	6819524	131.75
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	12/2017	201712126623	594.88
18-0139	01-00055	OG&E COMPANY	ELECTRIC SERVICE	12/2017	201712126621	885.44
18-1053	01-Q0004	QUINTON D HILL	REF. B-BALL GAMES	12/2017	381	105.00
18-1021	01-S0258	TRAVIS E. GROOMS	REPAIR TO SPRINKLER LINE	12/2017	5489	298.50
DEPARTMENT TOTAL:						2,394.33

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 20 AQUATICS						
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	12/2017	201712126623	195.48
DEPARTMENT TOTAL:						195.48
DEPARTMENT: 21 FINANCE						
18-0016	01-P8888	PITNEY BOWES GLOBAL FINANCIAL	SMART MAILER - U.B. BILLS	12/2017	3305012193	846.72
18-0870	01-S0093	SMART TECHNOLOGIES, INC	ADAPTER CABLES FOR MONITOR	12/2017	717479	25.00
DEPARTMENT TOTAL:						871.72
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
18-0801	01-F0094	FLEETCORE TECHNOLOGIES, INC	BULK FUEL	12/2017	NP52034107	313.63
18-0800	01-00096	OKLAHOMA UNIFORM BUILDING	COLLECTION OF STATE FEES	12/2017	201712126629	480.00
18-1065	01-S1079	SERVICE EXPERTS	REFUND FROM PREPAID	12/2017	201712136632	2,500.00
18-0649	01-V0050	CELLCO PARTNERSHIP	CELL PHONE SERVICE	12/2017	9796734625C	177.20
DEPARTMENT TOTAL:						3,470.83
DEPARTMENT: 41 POLICE						
18-0882	01-A0039	A.S.C. INC.	VEHICLE PARTS	12/2017	73789	508.68
18-0052	01-A0122	ALLIANCE MAINTENANCE, INC	FACILITY CLEANING	12/2017	98612	1,295.00
18-0081	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS SERVICES	12/2017	201712136630	371.48
18-0068	01-C0346	CITY OF YUKON	RANGE FEES	12/2017	MS 527 20160719	300.00
18-0097	01-F0078	DAIHOS USA, INC	COFFEE SERVICE	12/2017	196298	135.00
18-0099	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	12/2017	NP52034074	3,715.07
18-0959	01-G0198	THE GOODYEAR TIRE & RUBBER	TIRE ORDER	12/2017	255 1011339	1,745.02
18-0114	01-L0096	WILLIAM A AND LAURA L RIDLEY	JAIL & SHELTER LAUNDRY	12/2017	7214	230.00
18-0126	01-M0170	DAVID L. MORRIS	VEHICLE REPAIRS	12/2017	201712126619	984.00
18-0127	01-M0286	JIMANI VENTURES INC.	OIL CHANGES	12/2017	261746	83.98
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICE	12/2017	201712126623	2,898.41
18-0166	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAGE	12/2017	9797000248	550.11
DEPARTMENT TOTAL:						12,816.75

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 42 ANIMAL CONTROL						
18-0099	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL CHARGES	12/2017	NP52034074	105.52
18-0114	01-L0096	WILLIAM A AND LAURA L RIDLEJAIL &	SHELTER LAUNDRY	12/2017	2279	151.83
18-0128	01-M0236	MUSTANG VETERINARY HOSPITAL	VETERINARY SERVICES	12/2017	201712126618	244.95
18-0166	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	12/2017	9796734625	29.98
DEPARTMENT TOTAL:						532.28
DEPARTMENT: 51 FIRE						
18-1023	01-A0110	ALL SEASON BUILDING SUPPLY,	BUILDING REPAIR & MAINT.	12/2017	126656	63.02
18-0185	01-F0094	FLEETCORE TECHNOLOGIES, INC	FUEL FOR VEHICLES	12/2017	NP52034106	923.55
18-1022	01-L0052	LOCKE SUPPLY CO	BULBS FOR EXTERIOR LIGHTS	12/2017	33005129-00	22.37
18-1068	01-00022	OKLAHOMA CITY COMMUNITY COL	PARAMEDIC CLASS	12/2017	602813	3,059.34
18-0858	01-S0088	SPECIAL OPS UNIFORMS, INC	CHIEF CARRUTH UNIFORM UPD	12/2017	271498	65.96
18-0191	01-U0055	UNIFIRST HOLDINGS, INC.	SHOP TOWEL SERVICE	12/2017	825 1238006	41.93
DEPARTMENT TOTAL:						4,176.17
DEPARTMENT: 61 STREETS						
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERAT	ELECTRIC SERVICE	12/2017	201712126623	1,018.16
18-0139	01-00055	OG&E COMPANY	ELECTRIC SERVICE	12/2017	201712126621	206.09
DEPARTMENT TOTAL:						1,224.25
FUND TOTAL:						613,283.34

FUND: 08 - PD TRAFFIC ENFORCEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41		POLICE ENFORCEMENT				
18-1000	01-G0198	THE GOODYEAR TIRE & RUBBER TIRE ORDER		12/2017	255 1011455	1,375.90
DEPARTMENT TOTAL:						1,375.90
FUND TOTAL:						1,375.90

FUND: 11 - PARK & REC DONATION

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00 ADMINISTRATION						
18-1034	01-C0212	GERALD S. CHRISOPE	SANTA FOR TREE FEST	12/2017	201712126614	175.00
18-0995	01-D0081	DALLAS RICHARDSON	SOUND SET UP FOR EVENT	12/2017	4059	500.00
18-0970	01-G0063	LAWRENCE GRECH	BALLOON TWISTING	12/2017	1159	250.00
18-0971	01-M1161	MONA LISA FACE PAINTING	FACE PAINTING SPECIAL EVE	12/2017	201712126620	215.00
18-0925	01-S0156	STREET SIDE LTD. CO., INC.	CHRISTMAS LIGHTS & TREE	12/2017	1002A	1,191.00
18-0965	01-S0156	STREET SIDE LTD. CO., INC.	CHRISTMAS LIGHTING	12/2017	1002	4,000.00
18-1064	01-U0009	US FOODS, INC	COOKIES FOR DECORATING	12/2017	2210944	107.76
DEPARTMENT TOTAL:						6,438.76
FUND TOTAL:						6,438.76

12/15/2017 8:11 AM

PURCHASE ORDER CLAIM REGISTER

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FUND: 13 - POLICE TECHNOLOGY FEE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41		POLICE TECHNOLOGY				
18-0287	01-T0029	WEST PUBLISHING CORPORATION	CLEAR FOR LAW ENFORCEMENT	12/2017	837294206	200.00
DEPARTMENT TOTAL:						200.00
FUND TOTAL:						200.00

FUND: 14 - STREET/DRAINAGE IMP

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 14		ADMINISTRATION				
18-0155	01-S0085	SILVER STAR CONSTRUCTION	STREET & MOWING CONTRACT	12/2017	24717	5,993.03
DEPARTMENT TOTAL:						5,993.03
FUND TOTAL:						5,993.03

FUND: 15 - PERSONAL SERVICE - 10% EX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41 POLICE						
18-0101	01-G0030	GENERAL FUND	TRANSFER 10% P.S.-POLICE	12/2017	201712126608	10,400.00
DEPARTMENT TOTAL:						10,400.00
DEPARTMENT: 51 FIRE						
18-0102	01-G0030	GENERAL FUND	TRANSFER 10% P.S.-FIRE	12/2017	201712126609	10,400.00
DEPARTMENT TOTAL:						10,400.00
FUND TOTAL:						20,800.00

FUND: 39 - LIMITED PURPOSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 13 PARK AND RECREATION						
18-0925	01-S0156	STREET SIDE LTD. CO., INC.	CHRISTMAS LIGHTS & TREE	12/2017	1002A	4,500.00
DEPARTMENT TOTAL:						4,500.00
DEPARTMENT: 41 POLICE						
18-0147	01-R0147	RCB BANK	2ND YEAR LEASE	12/2017	2A	46,692.78
DEPARTMENT TOTAL:						46,692.78
DEPARTMENT: 61 STREETS						
18-0284	01-C0193	CHRIS BROMLOW	ENTRY SIGN FOR CITY LIMIT	12/2017	7228	16,128.00
18-0285	01-C0193	CHRIS BROMLOW	ENTRY SIGN FOR CITY LIMIT	12/2017	7230	11,181.50
18-1045	01-S1002	STERLING J. BEECROFT, LLC	ELECTRICAL SERVICE	12/2017	3440	5,460.00
DEPARTMENT TOTAL:						32,769.50
FUND TOTAL:						83,962.28

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-1
2. MEETING DATE: December 19, 2017
3. TITLE: Resignation of Ward 1 Councilman Mark Quigley
4. COUNCIL ACTION: Formally Accept
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: On Wednesday evening, December 6, 2017, Councilman Mark Quigley submitted his resignation via email effective immediately.

The Council needs to “formally accept” the resignation of Councilman Quigley.
7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None
11. ATTACHMENTS: None

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-2
2. MEETING DATE: December 19, 2017
3. TITLE: Process for Appointment to Fill Ward 1 Vacancy
4. COUNCIL ACTION: Approve
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: Councilman Mark Quigley has announced his resignation from the City Council effective immediately. There is an item prior to this one on the City Council agenda to formally accept that resignation.

Section 2-9 of the Mustang Charter states “When a vacancy occurs in the office of a Councilmember, except the Mayor, the governing body shall appoint, by a majority vote of the remaining members, a person who resides in the ward of the vacant office to fill the vacancy until the next general municipal election, and until a successor is elected and qualifies. Any vacancy shall then be filled at the next general municipal election by election of a person to complete the balance of any unexpired term. If the vacancy has not been filled within sixty (60) days after it occurs, the governing body shall call for a special election for the purpose of filling the vacancy for the duration of the unexpired term, unless such vacancy occurs within one hundred twenty (120) days prior to the first day of a filing period for the next general municipal election.”

The Mustang Charter and the Mustang Code of Ordinances is quiet, however, on the process to make an appointment. With that in mind, staff is recommending the process be followed that was implemented by the City Council earlier this year for the appointment of a resident of Ward 1 to serve on the City Council:

- Provide an advertisement in both local papers that notifies the public of the Ward 1 Vacancy. The advertisement would state that the City of Mustang City Council is accepting letters of interest from residents of Ward 1 that would be willing to serve and are interested in being appointed to the City Council. Letters would be accepted through 5 PM on Friday, January 26, 2018. A copy of the advertisement is attached for your information and review.
- All letters received would be provided to the City Council as they are received for review. Upon receipt of the letters, Councilmembers may want to individually follow-up with the interested citizen with any questions you may have.
- An item will be placed on the February 6, 2018 agenda for the appointment of a Ward 1 Councilmember.

Staff recommends City Council adoption of the policy outlined above to be followed for appointment of a successor to Councilman Quigley.

7. FINANCIAL IMPACT: Advertisement costs for both newspapers.
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None
11. ATTACHMENTS: Advertisement for Ward 1 Vacancy

NOTICE OF CITY COUNCIL VACANCY

The City of Mustang requests "letters of interest" from citizens interested in filling a vacancy on the City Council created by the resignation of both the Ward 1 and Ward 6 Councilmembers. The persons appointed by the Council to fill those vacancies must be a resident of Ward 1 or Ward 6 of the City of Mustang for at least one (1) year prior to submitting their letter of interest. For a general description of the Ward 1 and Ward 6 boundaries, see the Ward map located on the City of Mustang's website. The appointment shall be for a period of time until the next general City election in 2019. At that time, a Councilmember shall be elected to serve a full term.

Letters of interest shall contain information clearly indicating the address of the interested citizen, the satisfaction of the residency requirement, and other information the interested citizen should wish to include. All "letters of interest" will be accepted until January 26, 2018 at 5:00 PM. All letters must be mailed or delivered to:

City of Mustang
1501 N. Mustang Road
Mustang, OK 73064

Attn: Lisa Martin, City Clerk

The Mustang City Council expects to take action at the February 6, 2018 City Council meeting to fill the Ward 1 and Ward 6 vacancy. Upon appointment by the City Council, the person selected shall immediately be administered the Oath of Office and seated as a member of the City Council.

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-3
2. MEETING DATE: December 19, 2017
3. TITLE: Resignation of Ward 6 Councilman Jess Schweinberg
4. COUNCIL ACTION: Formally Accept
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: On Wednesday morning, December 6, 2017, Councilman Jess Schweinberg submitted his resignation in order to become a candidate for Mayor.

The Council needs to “formally accept” the resignation of Councilman Schweinberg.
7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None
11. ATTACHMENTS: None

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-4
2. MEETING DATE: December 19, 2017
3. TITLE: Process for Appointment to Fill Ward 6 Vacancy
4. COUNCIL ACTION: Approve
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: Councilman Jess Schweinberg announced his resignation from the City Council effective last Wednesday, December 6, 2017. There is an item prior to this one on the City Council agenda to formally accept that resignation.

Section 2-9 of the Mustang Charter states "When a vacancy occurs in the office of a Councilmember, except the Mayor, the governing body shall appoint, by a majority vote of the remaining members, a person who resides in the ward of the vacant office to fill the vacancy until the next general municipal election, and until a successor is elected and qualifies. Any vacancy shall then be filled at the next general municipal election by election of a person to complete the balance of any unexpired term. If the vacancy has not been filled within sixty (60) days after it occurs, the governing body shall call for a special election for the purpose of filling the vacancy for the duration of the unexpired term, unless such vacancy occurs within one hundred twenty (120) days prior to the first day of a filing period for the next general municipal election."

The Mustang Charter and the Mustang Code of Ordinances is quiet, however, on the process to make an appointment. With that in mind, staff is recommending the process be followed that was implemented by the City Council earlier this year for the appointment of a resident of Ward 6 to serve on the City Council:

- Provide an advertisement in both local papers that notifies the public of the Ward 6 Vacancy. The advertisement would state that the City of Mustang City Council is accepting letters of interest from residents of Ward 6 that would be willing to serve and are interested in being appointed to the City Council. Letters would be accepted through 5 PM on Friday, January 26, 2018. A copy of the advertisement is attached for your information and review.
- All letters received would be provided to the City Council as they are received for review. Upon receipt of the letters, Councilmembers may want to individually follow-up with the interested citizen with any questions you may have.
- An item will be placed on the February 6, 2018 agenda for the appointment of a Ward 6 Councilmember.

Staff recommends City Council adoption of the policy outlined above to be followed for appointment of a successor to Councilman Schweinberg.

7. FINANCIAL IMPACT: Advertisement costs for both newspapers.
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None
11. ATTACHMENTS: Advertisement for Ward 6 Vacancy

NOTICE OF CITY COUNCIL VACANCY

The City of Mustang requests "letters of interest" from citizens interested in filling a vacancy on the City Council created by the resignation of both the Ward 1 and Ward 6 Councilmembers. The persons appointed by the Council to fill those vacancies must be a resident of Ward 1 or Ward 6 of the City of Mustang for at least one (1) year prior to submitting their letter of interest. For a general description of the Ward 1 and Ward 6 boundaries, see the Ward map located on the City of Mustang's website. The appointment shall be for a period of time until the next general City election in 2019. At that time, a Councilmember shall be elected to serve a full term.

Letters of interest shall contain information clearly indicating the address of the interested citizen, the satisfaction of the residency requirement, and other information the interested citizen should wish to include. All "letters of interest" will be accepted until January 26, 2018 at 5:00 PM. All letters must be mailed or delivered to:

City of Mustang
1501 N. Mustang Road
Mustang, OK 73064

Attn: Lisa Martin, City Clerk

The Mustang City Council expects to take action at the February 6, 2018 City Council meeting to fill the Ward 1 and Ward 6 vacancy. Upon appointment by the City Council, the person selected shall immediately be administered the Oath of Office and seated as a member of the City Council.

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. 14-5
2. MEETING DATE: December 19, 2017
3. TITLE: Election of Vice-Mayor
4. COUNCIL ACTION: Nominate and Approve
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: On Wednesday morning, December 6, 2017, Councilman Jess Schweinberg submitted his resignation in order to become a candidate for Mayor. Mr. Schweinberg also served as the City of Mustang's Vice Mayor.

Due to the vacancy, the Council needs to nominate and approve a City Councilor to serve as the Vice Mayor.
7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None
11. ATTACHMENTS: 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 **12/05/2017** MIA Minutes
- *2. Claims List for **FY 2018**

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
DECEMBER 5, 2017**

The Mustang Improvement Authority met in regular session on Tuesday, December 5, 2017, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted as required on Friday, December 1, 2017, at 3:10 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 **7:53 p.m.**

B. ROLL CALL

Trustees Present: Quigley
Leete
Grider
Jones
Hagan
Schweinberg
Adams

Trustees Absent: None

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **11/21/2017** MIA Minutes
- *2. Claims List for **FY 2018**
- *3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
- *4. Approval of **Schedule of Meetings** for City Council, Boards and Commissions, and **Holidays** for the City of Mustang/MIA for the Year 2018.

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

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams

NAY: None

E. INFORMATION/REPORTS

1. **Trustee Manager**
None.
2. **Trustees**
None.

F. DISCUSSION ITEMS

- *1. **Discussion, Consideration and Possible Action** regarding Acceptance of the Comprehensive Annual Financial Report and Report on Internal Control and Compliance with Government Auditing Standards for Fiscal Year ending June 30, 2017.

MOTION was made by **Trustee Schweinberg**, seconded by **Trustee Jones**, to Accept the Comprehensive Annual Financial Report and Report on Internal Control and Compliance with Government Auditing Standards for Fiscal Year ending June 30, 2017.

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

G. ADJOURNMENT

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

AYE: Quigley, Leete, Grider, Jones, Hagan, Schweinberg, Adams
NAY: None

Meeting was adjourned at **7:54 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						
18-0699	01-A1067	AC-OWEN CONSTRUCTION	TOWN CENTER EXPANSION	12/2017	17-706-3	59,605.00
18-0048	01-C0281	MIA- 4TH PENNY EXCESS	PENNY EXTENSION - 90% EXC	12/2017	201712126606	17,335.26
18-0984	01-E0104	E&E LAWN CARE, INC	CLEAN UP & SOD ON MUST. R	12/2017	195	1,800.00
18-1062	01-E0104	E&E LAWN CARE, INC	SOD MUST. RD. EXPANSION	12/2017	196	6,200.00
18-0046	01-G0030	GENERAL FUND	TRANS. OPERATING FUNDS	12/2017	201712126610	245,000.00
18-0039	01-L0045	LIMITED PURPOSE FUND	3RD PENNY EXCESS	12/2017	201712126605	98,084.88
18-0047	01-P0132	PERSONAL SERVICES FUND	PENNY EXTENSION	12/2017	201712126607	21,523.24
18-0463	01-R0078	RED PRAIRIE DESIGN GROUP, P	DESIGN & CONSTRUCTION MGM	12/2017	201712126628	3,452.50
18-0044	01-S0205	STREET IMPROVEMENT FUND	12.5% FRANCHISE FEE	12/2017	201712126612	15,000.00
18-0663	01-S1223	SOUTHWEST WATER WORKS LLC	2014S. MUST. RD. WATERLIN	12/2017	2	156,020.40
DEPARTMENT TOTAL:						624,021.28
DEPARTMENT: 72 WATER						
18-0072	01-C0135	THE CITY OF OKLAHOMA CITY	WATER PURCHASE	12/2017	201712126613	43,786.82
18-1046	01-I0006	INFRAMARK, LLC.	PUBLIC WORKS CONTRACTOR	12/2017	25629	75,613.34
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	12/2017	201712126624	11,557.11
18-0139	01-00055	OG&E COMPANY	ELECTRIC SERVICE	12/2017	201712126622	2,519.07
DEPARTMENT TOTAL:						133,476.34
DEPARTMENT: 75 SEWER						
18-0081	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS SERVICES	12/2017	201712136631	238.94
18-1046	01-I0006	INFRAMARK, LLC.	PUBLIC WORKS CONTRACTOR	12/2017	25629	42,532.49
18-0136	01-00035	OKLAHOMA ELECTRIC COOPERATIE	ELECTRIC SERVICE	12/2017	201712126624	828.00
18-0139	01-00055	OG&E COMPANY	ELECTRIC SERVICE	12/2017	201712126622	1,920.80
DEPARTMENT TOTAL:						45,520.23
FUND TOTAL:						803,017.85

FUND: 70 - MIA RESERVE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 70		ADMINISTRATION				
18-1046	01-I0006	INFRAMARK, LLC.	PUBLIC WORKS CONTRACTOR	12/2017	25629	14,583.33
DEPARTMENT TOTAL:						14,583.33
FUND TOTAL:						14,583.33
GRAND TOTAL:						1,549,654.49