MUSTANG CITY COUNCIL
JUNE 9, 2014
SPECIAL MEETING

The Mustang City Council met in a Special Meeting on Monday, June 9, 2014, at 6:30 p.m. at the Mustang Fire Department, 465 W. Highway 152, Mustang, Oklahoma. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Wednesday, June 4, 2014, at 4:30 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 6:30 p.m.

B. ROLL CALL

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

C. DISCUSSION ITEMS

1. **Discussion** regarding Modifications to A/V Control Room, City Council Chambers.

   City Manager Rooney stated the City's current A/V system is not functioning properly and introduced Mr. Chris Stephens with Cory's Audio Visual Services, Inc., who had provided a quote on equipment and accessories needed to update the system.

   Mr. Stephens stated their quote included four (4) different systems which can be purchased separately, or altogether advising the two primary goals was to clean up the clutter in the control room and unify the equipment. He stated they had installed systems for the City of Yukon, City of Norman, and most likely will be awarded a contract with the State of Oklahoma Emergency Operation Center.

Cory's Audio Visual Services, Inc. provided quotes for the following systems:

1) Audio/Video Distribution system designed to clean up the current cable mess and tie the cable TV system in a similar fashion as the existing system; the system does not include a video recording/playback system (submitted as a separate quote). Price of this quote is $10,784.04;

2) Audio/Video Recording and Playback system for broadcast purposes which will also provide distinct zones of information that can be displayed on the screen. Price of this quote is $17,515.01;

3) Video Projector and Screen equipment and installation which includes a new 4800 lumen widescreen projector that will be directed onto a new 109" diagonal wall mounted projection screen with the projector being integrated using the existing cabling. Price of this quote is $4,269.56;

4) Five (5) LCD HDTV Monitors equipment and installation to be mounted in the same locations as the existing TVs and new VGA cable distribution will be run from the booth to the new TVs for optimum signal clarity. Price of this quote is $4,911.71;

Rooney advised funds are included in the FY2015 budget for a new computer to replace the current computer in the control room (this was not part of the quote,)and recommended, if the Council chooses to upgrade the equipment, to start with items 3 and 4 first and go from there.

Discussion was held concerning the new website and if this would work in conjunction with it with the answer being yes. Other discussion included how the improvements would increase the quality of the internet feed for those viewing the meetings this way, as well as whether or not the cameras should be replaced (current quote did not include cameras) with the Mayor requesting the City obtain quotes for cameras. The quote for TVs were also discussed regarding whether or not one large TV would be better than three smaller ones with it being said it would depend on ceiling height and how far down the TV would hang and if the Councilmembers on the ends could easily see it.

Rooney stated a budget amendment with a dollar amount will be included on the July 1, 2014 City Council agenda for Council's consideration.

2. **Discussion** regarding Modifications to Fireworks Ordinance.

City Attorney Miller advised the revisions to the Ordinance were changes resulting from the state law change in defining fireworks such as "Class C" are now "Consumer Fireworks" and advised from the City's perspective, there were no changes in processes.

Discussion was held concerning a request by Pastor Brett Armstrong of the Mustang Church of the Nazarene regarding clean up on July 5th and the unwritten understanding that those selling fireworks will also help clean up the parks the next day. Discussion was held concerning whether or not there would be a way to implement this in writing and whether it would be cost prohibitive, or would it help reduce costs. Other discussion included the $15.00 permit fee and if this should be raised.

3. **Discussion** regarding Industrial Access Road Waterline Extension.

City Manager Rooney stated the Industrial Access Road was recently completed that extends east from Sara Road (Hwy 4) to the Armed Forces Readiness Center; however, a portion of this project that was needed, but not budgeted for in FY2013-14, was the extension of a water main along this road project. He stated the waterline would allow for a looped water system in this area, thus bringing the City of Mustang within compliance of its own regulations and improving water pressures in this developing area.

Rooney stated the waterline extension project was bid and advertised accordingly, with the Armed Forces Readiness Center contacting the City shortly thereafter regarding a desire to extend the line an additional 180 feet on their property to make the connection and the City be reimbursed for that portion of the work; therefore, the City processed an Addendum to include an "Add Alternate" to the project, separating this portion of the project and extending the bid opening date an additional 12 days. He stated a total of seven (7) bids were received with the lowest bid being submitted by Brewer Construction for a total amount of $88,644 ($77,261.25 for the base bid and $11,382.75 for the Add Alternate). The Armed Forces Readiness Center would reimburse the City for their portion as well as for the engineering costs to include the Add Alternate in Addendum 1.

Rooney advised this item will be on the June 17, 2014 City Council agenda for Council's approval. He stated a budget amendment would also have to be processed as this item was not budgeted for in next year's budget.

4. **Discussion** regarding City Engineer Request for Qualifications.

City Manager Rooney advised Request for Qualifications (RFQs) were solicited for firms interested in serving as "Consulting City Engineer" to the City of Mustang. He stated 15 firms submitted RFQs prior to the deadline stating Staff (Robert Coleman, Justin Battles and himself) had narrowed the list down to six that would be provided an opportunity to make a presentation to the City:

1) Guernsey Engineering
2) Cowan Group
3) Meshek & Associates
4) Myers Engineering
5) JGV Engineering
6) EST, Inc.

Rooney stated a committee would be formed consisting of the three staff listed above and two Councilmembers, Mayor Adams and Councilman Schweinberg, who will review the six proposals and listen to presentations and ask questions. He stated the City is looking into awarding this to one firm or possibly several firms, splitting them up, such as one engineer for wastewater issues, one for road construction, one for plat review, etc. **Rooney** stated he would try to schedule interviews for Monday, June 23rd starting at 8:30 a.m.

5. **Discussion** regarding Commercial & Residential Solid Waste Collection Services RFP.

   City Manager Rooney stated staff solicited Request for Proposals (RFPs) for companies interested in providing solid Waste Collections Services to the City of Mustang with a total of three companies responding, one of which declined to include a proposal. He stated the two proposals received were from:

   1) OEMA (Oklahoma Environmental Management Authority
   2) WCA (Waste Corporation of Oklahoma)

   Rooney stated staff (Justin Battles, Tammi Noblitt and himself) will be reviewing the proposals with hopes to recommend the award of a contract for these services at the June 17, 2014 City Council meeting and to give the City Manager and City Attorney authorization to finalize a contract. He stated the rates go into effect as soon as the contract is approved with the goal being July 1, 2014, and stated Staff would be reviewing the rates charged to customers and any revisions would begin October 1, 2014.

   Discussion was held concerning OEMA's (current contractor) performance with it being said, it had been good and if the contract was an annual contract with it being advised it was a five year contract to be renewed annually.

   Councilman Taylor requested OEMA provide an update on the recycling program at a future workshop.

6. **Discussion** regarding Smart Technologies, Inc. Contract for FY 2014-2015.

City Manager Rooney stated Smart Technologies, Inc. has been the City's IT service provider for at least the last two years. He stated when the contract was approved last year, the Council desired for the City to go out to bid for these services in early 2014; unfortunately, as the new City Manager, he was not aware of this desire by the Council until he began performing research regarding the contracts renewal which was well after early 2014. He stated Smart Technologies, Inc. has submitted a quote to continue these professional and technical services for the FY2015 fiscal year and because it is a professional and technical service, this contract does not have to be bid and can be awarded by the City Council, also advising there was no increase in price.

Rooney stated Staff recommends approving this contract for the next year, then seek RFPs for the following fiscal year (FY2015-2016) in February, 2015.

Discussion was held concerning the pros and cons of Smart Technologies with it being said the pros would include being familiar with the City's system and the limitations being that they aren't always as responsive as needed sometimes; however, that has been discussed with them. It was also said that some of the issues are not due to Smart Technologies, but due to the City being behind when it came to updating computers, providing funding for technology, etc.

Rooney advised the Smart Technologies, Inc. contract will be on the June 17, 2014 City Council agenda for approval.

7. **Discussion** regarding Agreement between the City of Mustang and Mustang Public School System 2014-2015 School Year for the Use of On Duty Police Officers to serve Mustang Public Schools.

   City Manager Rooney stated the agreement between the City and Mustang Public Schools was for the purpose of providing two School Resource Officers for the upcoming school year, each day the school is in session, which is a total of 175 instructional days. He stated the dollar amount for the School Resource Officers is based on the salaries provided by ***Human Resources Director Anderson*** and then multiplying those by the number of already determined instructional days for the 2014-15 school year and stated the references to 2/3 annual salary have been deleted in favor of the number of instructional days. He stated the school is now covering the cost of those officers during that time. **Rooney** stated the Agreement will be on the July 1, 2014 City Council agenda for approval.

8. **Discussion** regarding Lodging Tax Resolution and Ordinance.

   City Manager Rooney stated the importance of a Lodging Tax was reviewed with the City Council in the March 3, 2014 City Council Work Session and based on the response received from the City Council at that meeting, staff asked ***City Attorney Miller*** to develop both a proposed ordinance and resolution regarding the lodging tax. He stated the ordinance outlines the details of the tax, the amount, how it is collected, etc. and is what is voted on by the citizens and the resolution is what calls for the election and provides the wording on the ballot.

   Rooney stated the next election for which this measure could be placed on a ballot is Tuesday, November 4, 2014 and in order for it to be considered, both the proposed ordinance and resolution would need to be adopted and approved by the City Council prior to August 20, 2014.

Discussion was held concerning how to communicate it to the public since it was voted down once before. **Rooney** stated the City would have to be actively engaged, which he's not sure they were last time, and must let the public know the benefits such as the tax only applies to those staying in the hotel, not to those who live in Mustang, and let people know if someone is lodging in Mustang, then they will also be eating in Mustang and shopping here instead of eating and shopping in Yukon or South Oklahoma City where they currently have to stay. He stated he would hold town meetings and talk to any civic organization that would have him and would like to get some restaurants behind it as well. **Rooney** stated the City cannot campaign, but the City can actively communicate the benefits.

9. **Discussion** regarding Wastewater Treatment Plant/DEQ Updates.

City Manager Rooney stated there were a couple of different items to discuss under this topic. He stated the City has received from the Oklahoma Department of Environmental Quality (ODEQ) an Addendum A to Consent Order 07-438 regarding improvements to the wastewater treatment plant with the addendum addressing changes in dates to meet the different tasks. He stated some of the tasks were already in process and Staff has engaged the help of Garver Engineering who originally designed the wastewater treatment plant to see if the plant is operating at its full potential and operating in the manner in which it was designed to operate.

Discussion was held concerning Phase 2 and when this must be completed and whether or not the Oklahoma Water Resources Board (OWRB) had been contacted. **Rooney** stated OWRB had not been contacted as they were waiting to hear from Garver Engineering. **Rooney** stated the Addendum would be placed on the June 17, 2014 City Council agenda for the Mayor's signature. The possibility of using reuse water from the outflow of Phase 1 was also discussed.

Rooney stated the second item dealt with a Notice of Violation (NOV) dated June 2, 2014, from the ODEQ regarding "Arsenic Maximum Contaminant Level Violation" advising the accepted level is 0.010 mg/L and two of the City's wells were at 0.014 mg/L and one was at 0.011 mg/L. He stated the testing was performed straight from the well, not from the tap where the water has already been blended or treated. He stated the City is required to notify the public within 30 days using the wording provided by ODEQ; therefore, Council and City Hall will probably receive calls regarding the violation.

Rooney stated he had met with ODEQ and ODEQ had stated relations with past City Managers had not been good as they tended to ignore the notices and he is working to change that. He stated the notice would be in a separate mailing from the utility bill and would be mailed by July 2. He also stated he would put together a list of talking points in order for everyone to be consistent with their answers when speaking to the public.

Mayor Adams stated this is even more reason to continue with COWRA and work towards a better water solution.

10. **Tour** of Fire Department facility.

The tour was canceled at this time.

K. ADJOURNMENT

MOTION was made by **Mayor Adams**, seconded **Councilman Taylor** to adjourn.

AYE: Taylor, Hagan, Schweinberg, Adams
NAY: None

The meeting was adjourned at **7:48 p.m.**

____
Jay Adams, Mayor

Attest:

____
Lisa Martin, City Clerk