

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 Councilmembers that item will be removed and heard in regular order.

1. Approval of **02/16/16** City Council Minutes.
- *2. Claims List for **FY'16**
- *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.
5. Approval of **Resolution No. 16-030** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$1,500.
6. Approval of **Resolution No. 16-031**, Directing Filing and Notification of the Publication of the 2016 Supplement to the Mustang Municipal Code.

G. INFORMATION/REPORTS

1. City Manager
Included in Agenda Packet
 - a. Special Presentation
2. City Council Reports

CITY COUNCIL AGENDA

MARCH 1, 2016

PAGE 2

H. DISCUSSION ITEMS

1. **Public Hearing, Discussion, Consideration and Possible Action** regarding **Ordinance No. 1137**, Amending the Zoning Ordinance of the City of Mustang, Oklahoma, as Amended, to Change Certain Property Located in Canadian County, Oklahoma, from "A-1" General Agricultural and Oil and Gas District to "R-1 PUD" Single Family Residential Planned Unit Development District and Declaring Repealer; Providing for Severability; and Declaring an Emergency. (Rezoning Application RZ-1-20-16-1-27, Civil Design & Survey of Oklahoma, 800-900 Block N. Sara Road)

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

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

**MUSTANG CITY COUNCIL
FEBRUARY 16, 2016**

The Mustang City Council met in regular session on Tuesday, February 16, 2016, 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 Thursday, February 11, 2016, at 4:55 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 (Lila Hoover, Elder, Mustang Christian Church)

Lila Hoover led the assembly in the Pledge and Invocation. She stated today was the 41st anniversary of their church in Mustang. She stated the Mustang Christian Church was a little church with a big heart stating they are working towards having more of a presence in the community and to meet the needs of Mustang.

C. ROLL CALL

Councilmembers Present:	Riley
	Grider
	Jones
	Hagan
	Schweinberg
	Adams

Councilmembers Absent:	Staples
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D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

John Karayianis, 616 E. Elder Ln, presented plaques to **Mayor Jay Adams**, **Police Chief Chuck Foley** and **Fire Chief Carl Hickman** in appreciation for their hard work and dedication to the City of Mustang stating negative news is all around the country and Mustang is one of the best cities in the nation because of them.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

None.

F. CONSENT AGENDA

1. Approval of **02/02/16** City Council Minutes.
- *2. Claims List for **FY'16**
3. Approval of **Resolution No. 16-028**, a Resolution of the City of Mustang, Oklahoma, Supporting HB 3126 as Introduced.
4. Acceptance of National Recreation and Park Association's Active Living Every Day **Grant**.
5. Acceptance of Three (3) **Permanent Easements** for Public Sewer Line for Hunters Spring Addition.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to approve Items F-1 thru F-5 of the Consent Agenda.

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

NAY: None

G. INFORMATION/REPORTS

1. City Manager

City Manager Rooney stated he did not have anything to report in addition to his City Manager report.

2. City Council

- a. Approval of **Proclamation** Declaring the Month of March, 2016 as "**Certified Government Financial Manager Month**".

Mayor Adams read the Proclamation stating he had received a request from the Association of Government Accountants asking cities across the State to approve a Proclamation declaring March as "Certified Government Financial Manager Month" and wanted to show his support for Financial Managers.

MOTION was made by **Councilman Jones**, seconded by **Councilman Grider**, to approve the Proclamation Declaring the Month of March, 2016 as "Certified Government Financial Manager Month".

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

NAY: None

Mayor Adams asked the Councilmembers if they had anything to report in their respective Wards:

Councilman Riley stated he had an opportunity to visit with Mr. Dale Castor who was concerned with some of the neighborhood expansions stating he was worried about the traffic impact, schools, etc. **Riley** stated he encouraged him to attend the Planning Commission meetings and told him he would convey his thoughts to Council.

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

Councilman Jones stated he sat in for **Councilwoman Hagan** at the OEMA meeting. He stated OEMA was in the process of purchasing earth moving equipment and stated they were in the process of converting trash trucks to compressed natural gas and would have a compressed natural gas public facility for others to utilize.

Councilwoman Hagan thanked **Councilman Jones** for attending the OEMA meeting in her place.

Vice Mayor Schweinberg did not have anything to report at this time.

Mayor Adams stated he and his wife used the City's mobile app for the first time to report street lights being out stating he was very happy the City has the ability to do this now.

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** regarding Acceptance of Bids for Project Labeled Mustang Water Tower Improvements.

Assistant City Manager Battles stated Cowan Group Engineering developed plans and specifications for the Mustang Water Tower to be painted stating pricing was requested as a base bid and an alternate deduct which would be a deduction for a less quality version of paint. He stated the prices listed on the commentary were correct; however, the attached tabulation had one error stating the correct price for Elite Towers was \$255,299.

Battles stated Staff recommends acceptance of all the bids except for Luckinbill who did not use the proper forms for submission.

Discussion was held regarding if anything special would be painted on the water tower, such as a name, with it being stated no, just the word Mustang as it is less expensive.

MOTION was made by **Mayor Adams**, seconded by **Councilman Schweinberg**, to Accept Bids from Classic Protective Coating, Elite Towers Inc., Tankez Coatings Inc., and Utility Service Co. Inc., excluding the bid from Luckinbill, for the Project Labeled Mustang Water Tower Improvements.

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

NAY: None

- *2. **Discussion, Consideration and Possible Action** regarding Awarding Bid for Project Labeled Mustang Water Tower Improvements.

Assistant City Manager Battles stated Staff recommends awarding the project to the low bidder, Elite Towers, Inc. at \$255,299. He stated there was initial concern regarding the broad range in bid pricing submitted stating Elite Towers was a local contractor who stated they were hungry for work. **Battles** stated they have been used before and have a good reputation.

Discussion was held concerning the budgeted amount with **Battles** stating \$200,000 had been budgeted for this project, but to keep in mind that this estimate was three years old. He stated the remainder would come from the Capital Improvement Fund.

Other discussion was held regarding the difference in paint with **Battles** stating the base bid included a higher quality paint with a 20 year warranty whereas the alternate was for a paint with a 10 year warranty stating the recommended paint has more durability and would hold the color longer and have less chipping. He stated the water tower had not been painted since the '90s.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Hagan**, to Award the Bid for Project Labeled Mustang Water Tower Improvements to the low bidder, Elite Towers, Inc., at the base bid amount of \$255,299.

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

NAY: None

3. **Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1136**, an Ordinance of the City of Mustang, Oklahoma, (A) Amending Chapter 18, Article II, Section 18-31.A to Adopt the International Building Code, in the Version as Currently or Hereinafter may be Adopted and Amended by the Oklahoma Uniform Building Code Commission; (B) Amending Chapter 18, Article II, Section 18-32.A to Adopt the International Existing Building Code, in the Version as Currently or Hereinafter may be Adopted and Amended by the Oklahoma Uniform Building Code Commission; (C) Amending Article III, Section 18-61 to Adopt the National Electrical Code in the Version as Currently or Hereinafter may be Adopted and Amended by the Oklahoma Uniform Building Code Commission; (D) Amending Article IV Section 18-171 to Adopt the International Mechanical Code in the Version as Currently or Hereinafter may be Adopted and Amended by the Oklahoma Uniform Building Code Commission; (E) Amending Article V, Section 18-221 to Adopt the International Plumbing Code in the Version as Currently or Hereinafter may be Adopted and Amended by the Oklahoma Uniform Building Code Commission; (F) Amending Article VII, Section 18-317 to Adopt the International Fuel Gas Code in the Version as Currently or Hereinafter may be Adopted and Amended by the Oklahoma Uniform Building Code Commission; (G) Amending Chapter 46, Article III, Section 46-61 to Adopt the International Fire Code in the Version as Currently or Hereinafter may be Adopted and Amended by the Oklahoma Uniform Building Code Commission; Providing that Existing Rights are Unimpaired; Ordering Publication; Providing for Repealer; Providing for Severability; and Declaring an Emergency.

Community Development Director Helsel stated in November, 2014, the Council approved the adoption of the 2009 International Building Code, Existing Building Code, Fire Code, Residential Code, Mechanical Code, Fuel Gas Code and Plumbing Code as well as the 2011 National Electrical Code. She stated the State of Oklahoma Building Code Commission has adopted the 2014 and 2015 version of codes stating this ordinance would bring the City's codes into alignment with the State's OUBCC.

Helsel stated the ordinance would go into effect April 1, 2016, which would allow time for Staff to notify contractors, purchase new code books and software, and for the inspectors to become more familiar with the changes and amendments.

Helsel stated the Ordinance includes an automatic update of the City's building codes whenever the State OUBCC updates their codes, thereby removing the necessity of having to bring the update before the Council each time.

Councilman Grider stated he has been told by a few that the City of Mustang is stricter on building codes than other cities, and wondered why they would say that if the codes were universal.

Helsel stated the City's codes were not stricter; however, the City's inspectors do follow them to the letter.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Grider**, to Approve **Ordinance No. 1136**.

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

MOTION was made by **Mayor Adams**, seconded by **Councilman Schweinberg**, to Declare an Emergency for **Ordinance No. 1136**.

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

4. **Discussion, Consideration and Possible Action** regarding Approval of the Municipal Lease/Purchase of Three (3) Police Vehicles with RCB Bank for a Three Year Term; documents to include, but not limited to, Lease/Purchase Agreement, Resolution No. 16-029, and Statement of Essential Use; and Authorizing Staff to Execute Documents.

Police Chief Foley stated the 2015-2016 budget allowed for the lease/purchase of three police vehicles including the necessary options and emergency equipment and installation. He stated the base vehicle and option pricing is in compliance with the current Oklahoma State Purchasing Contract SW60035 stating pricing was approximately \$10,000 less than last year's pricing. He stated Dodge Chargers with the V-8 engine would be purchased. He stated financing would be provided by RCB Bank at 1.60%.

Discussion was held if this would eliminate all the older Crown Victorias in stock with **Foley** stating no, a few would still be needed as spare vehicles when others may be in the shop, etc.

MOTION was made by **Councilman Riley**, seconded by **Councilman Jones**, to Approve the Municipal Lease/Purchase of Three (3) Police Vehicles with RCB Bank for a Three Year Term; documents to include, but not limited to, Lease/Purchase Agreement, Resolution No. 16-029, and Statement of Essential Use; and Authorizing Staff to Execute Documents.

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

NAY: None

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

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

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

NAY: None

The meeting was adjourned at **7:34 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						
16-0003	01-H0045	RALPH STEVEN HUDDLESTON	COURT APPEARANCES	3/2016	201602232633	1,600.00
16-1010	01-J0040	JGVE, INC.	ENGINEERING FEES	2/2016	160219079	375.00
DEPARTMENT TOTAL:						1,975.00
DEPARTMENT: 11 CITY MANAGER						
16-1458	01-D1082	DELTA DENTAL PLAN OF OKLAHORETIREE INSURANCE		2/2016	201602232629	281.34
16-1481	01-M0160	MUNICIPAL CODE CORPORATION SUPPLEMENT 17 TO ORDINANC		2/2016	266111	2,737.51
16-1471	01-O0117	OMCTFOA TREASURER	OMCTFOA 2016 RENEWAL	2/2016	201602232649	30.00
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	100.00
16-1457	01-U0220	USAVISION, INC	RETIREE INSURANCE	2/2016	201602232630	39.00
DEPARTMENT TOTAL:						3,187.85
DEPARTMENT: 12 LIBRARY						
16-0094	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	2/2016	5013989442	30.56
16-0523	01-B1023	BTAC ACQUISITION CORP.	CHILDRENS MATERIALS	2/2016	5013989445	21.32
16-0887	01-B1023	BTAC ACQUISITION CORP.	CHILDRENS MATERIALS	2/2016	5013989440	49.02
16-1235	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	2/2016	5013989444	94.01
16-0091	01-M0263	MIDWEST TAPE, LLC	CHILDRENS AUDIO & DVD MAT	2/2016	93665922	210.54
16-1351	01-M0263	MIDWEST TAPE, LLC	NON-PRINT ITEMS FOR COLLE	2/2016	93588129	264.48
16-1448	01-O1084	OK HISTORICAL SOCIETY	CHRONICLES OF OKLAHOMA	2/2016	201602242657	35.00
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	17.00
DEPARTMENT TOTAL:						721.93
DEPARTMENT: 13 PARKS AND RECREATION						
16-1397	01-03350	4 IMPRINT, INC.	WATER BOTTLES FOR CAMP	2/2016	4466735	495.36
16-1437	01-F0072	FUN EXPRESS	EGGS FOR EGGSTRAVAGANZA	2/2016	676177241-01	1,250.00
16-1439	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2016	201602232627	25.71
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	225.00
16-1224	01-S0328	SPRINT SOLUTIONS, INC	ASP CELL PHONE	2/2016	597274785-094	155.72
DEPARTMENT TOTAL:						2,151.79

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15 GENERAL GOVERNMENT						
16-0315	01-C0278	COX COMMUNICATIONS, INC.	TELEPHONE/INTERNET	2/2016	201602232638	6,566.60
16-0018	01-D0088	DEPT OF CORRECTIONS	INMATE LABOR	2/2016	unc2016-mus-4109	66.65
16-0131	01-H0040	BILLY R HOWELL	PEST CONTROL	2/2016	201602232640	600.00
16-0010	01-I0015	TYLER TECHNOLOGIES, INC	WEBSITE FEES, U.B., COURT	2/2016	025-148256	250.00
16-0004	01-K0127	KG HOLDINGS	INCENTIVE PAY	3/2016	201602232634	4,833.33
16-1449	01-00010	ONE GAS, INC.	GAS USAGE	2/2016	201602232625	280.54
16-0027	01-P0151	PITNEY BOWES EQUIPMENT	MANALEASE PAYMENT/MAIL MACHIN	2/2016	7227465-fb16	452.73
16-0028	01-P1051	PITNEY BOWES BANK, INC	BULK POSTAGE	2/2016	201602242655	4,299.20
16-1477	01-S0203	STORM SHELTER REFUNDS	SAFE ROOM REIMBURSEMENT	2/2016	201602242651	2,000.00

DEPARTMENT TOTAL: 19,349.05

DEPARTMENT: 18 TOWN CENTER						
16-1225	01-A0060	CHARRICK ASSOCIATES	REPAIRS TO HANDICAP DOOR	2/2016	f76197	120.00
16-1249	01-A0110	ALL SEASON BUILDING SUPPLY,	TOOLS & SUPPLIES	2/2016	53998	49.06
16-1478	01-G097	TYCO & SECURITY (US)	MANAGETOWN CENTER ALARM SYSTEM	2/2016	78158959	207.67
16-0767	01-L0052	LOCKE SUPPLY CO	LIGHTS BULBS & BALLASTS	2/2016	27941197-00	90.17
16-1418	01-M0128	MAC FIRE SYSTEMS, INC	REPAIRS TO SPRINKLER HEAD	2/2016	106982	340.00
16-1441	01-00010	ONE GAS, INC.	GAS TRANSPORTATION CHG	2/2016	201602232644	313.50
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	42.00
16-1442	01-S0070	THE SHERWIN-WILLIAMS CO.	PAINT FOR SENIOR CENTER	2/2016	7642-7	33.59
16-0764	01-S1165	INTERLINE BRANDS, INC	SUPPLIES FOR T.C.	2/2016	358414076	408.11
16-1250	01-S1165	INTERLINE BRANDS, INC	CLEANING SUPPLIES	2/2016	358303980	1,410.37

DEPARTMENT TOTAL: 3,014.47

DEPARTMENT: 19 BALL COMPLEX						
16-1290	01-A0110	ALL SEASON BUILDING SUPPLY,	SUPPLIES FOR COMPLEX	2/2016	38792	153.25
16-0447	01-C0210	COUNTRY EQUIPMENT & USED	TRREPAIR TO TRACTOR	2/2016	105379	85.00
16-1342	01-H1059	HERCULES TIRE SALES INC	TIRE FOR GATOR	2/2016	342976	110.00
16-1439	01-00055	OG&E COMPANY	ELECTRIC SERVICE	2/2016	201602232627	629.03
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	83.00
16-1357	01-W0098	RAWLING SPORTING GOODS CO.,	ITEMS FOR RESALE	2/2016	83486362	254.68

DEPARTMENT TOTAL: 1,314.96

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 20 AQUATICS						
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	33.00
DEPARTMENT TOTAL:						33.00
DEPARTMENT: 21 FINANCE						
16-1360	01-C5250	COMTECH DESIGN, PRINT &	SPRING CLEAN UP FLIERS	2/2016	128391	299.06
16-1451	01-P0045	PETTY CASH	CASH FOR DRAWERS	2/2016	201602232646	350.00
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	83.00
DEPARTMENT TOTAL:						732.06
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
16-1473	01-A0202	AIRTRON H&A	REFUND FOR PREPAID ACCOUN	2/2016	201602242653	611.00
16-0123	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	2/2016	r444795	34.00
16-1008	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	2/2016	R444793	17.00
16-1377	01-C5250	COMTECH DESIGN, PRINT &	GREEN INSPECTION TAGS	2/2016	128425	236.02
16-1479	01-M0001	MUSTANG NEWS CORPORATION	PUBLICATION OF LEGALS	2/2016	PLANN. COMM.	99.35
16-1469	01-01277	OK TAX COMMISSION	TRUCK TAG FOR 2016	2/2016	201602232648	40.00
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	125.00
16-1472	01-W0111	WAGGONERS HEAT & AIR COND.	PREPAID ACCOUNT REFUND	2/2016	201602242654	700.00
16-0694	01-X0005	XTREME SOLUTION SERVICES	LLMOWING & CLEANING ABATEME	2/2016	201602232647	60.00
DEPARTMENT TOTAL:						1,922.37
DEPARTMENT: 41 POLICE						
16-0099	01-M0055	SANTIAGO BRENNANS MCDONALD	SPRISONER MEALS	2/2016	7003-152	269.65
16-1441	01-00010	ONE GAS, INC.	GAS TRANSPORTATION CHG	2/2016	201602232644	246.58
16-1392	01-00085	OK ASSOC CHIEFS OF POLICE	REGISTRATION FOR TRAINING	2/2016	OACP-10213	250.00
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	1,163.00
16-0166	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	2/2016	9759517129	737.06
DEPARTMENT TOTAL:						2,666.29
DEPARTMENT: 42 ANIMAL CONTROL						
16-1389	01-B1026	B&C APPAREL	T-SHIRTS FOR VOLUNTEERS	2/2016	30773	300.00
16-0182	01-M0236	MUSTANG VETERINARY HOSPITAL	MO. VETERINARIAN CHARGES	2/2016	201602232641	155.00
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	4.00
DEPARTMENT TOTAL:						459.00

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 51 FIRE						
16-0141	01-00290	OKC RADIO SHOP	USAGE/MAINTENANCE FEES	2/2016	MUSTANG 10	2,646.00
16-1383	01-A0110	ALL SEASON BUILDING SUPPLY,	BUILDING REPAIR & MAINT.	2/2016	57818	26.25
16-1347	01-A0194	AIRGAS, INC.	ACETYLENE, OXYGEN	2/2016	9048094518	47.22
16-0263	01-C0065	CASCO INDUSTRIES, INCORPORATED	FIRE BADGES, BRASS	2/2016	165432	44.00
16-1399	01-C1086	CHANNING BETE COMPANY, INC.	INSTRUCTOR MANUAL	2/2016	53091827	408.75
16-1449	01-00010	ONE GAS, INC.	GAS USAGE	2/2016	201602232625	421.23
16-1380	01-00025	O'REILLY AUTOMOTIVE STORES,	VEHICLE MAINTENANCE & REP	2/2016	0309-105503	11.97
16-1452	01-00210	RADIOS UNLIMITED, INC	REPLACEMENT BATTERIES	2/2016	73283	686.00
16-0399	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232636	1,250.00
16-1213	01-S1015	S&S TEXTILES, INC	DEPARTMENT T-SHIRTS	2/2016	41945	24.70
16-1332	01-S1015	S&S TEXTILES, INC	UNIFORMS	2/2016	41946	1,707.70
16-1186	01-W0020	WALMART COMMUNITY BRC	MISC. CHARGES	2/2016	201602232622	51.43
16-1371	01-W0020	WALMART COMMUNITY BRC	CLEANING SUPPLIES	2/2016	201602232624	143.78
16-1378	01-W0020	WALMART COMMUNITY BRC	MISC. PURCHASES	2/2016	201602232623	158.00
DEPARTMENT TOTAL:						7,627.03
DEPARTMENT: 61 STREETS						
16-1453	01-00055	OG&E COMPANY	ELECTRIC SERVICE	2/2016	201602232643	104.41
DEPARTMENT TOTAL:						104.41
FUND TOTAL:						45,259.21

FUND: 05 - PARK IMPROVEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
16-1495	01-A0292	ACME BRICK COMPANY	BRICK FOR SOCCER BUILDING	2/2016	8626401 RI	1,294.72
16-1415	01-S1002	STERLING J. BEECROFT, LLC	REPAIR TO BATHROOM	2/2016	4524	197.00
DEPARTMENT TOTAL:						1,491.72
FUND TOTAL:						1,491.72

FUND: 07 - LIBRARY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 07		ADMINISTRATION				
16-1344	01-C0238	COWBOYS & INDIANS	ANNUAL SUBSCRIPTION	2/2016	201602242656	19.95
16-1340	01-00109	OK LIBRARY ASSOC.	MEMBERSHIP FOR OLA	2/2016	300001196	93.00
DEPARTMENT TOTAL:						112.95
FUND TOTAL:						112.95

FUND: 12 - 2012 GO BOND-TOWN CENTER

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		ADMINISTRATION				
16-0977	01-S0028	WORKSPACE SOLUTIONS, LLC	DESK FOR TEEN AREA	2/2016	83794	1,520.72
16-1446	01-X1111	GLYNES LARUE	REBALANCE SOUND SYSTEM	2/2016	25951	152.50
DEPARTMENT TOTAL:						1,673.22
FUND TOTAL:						1,673.22

February 2016 PAYROLL

<u>DEPT</u>		
511	CITY MANAGER	\$ 29,749.22
512	LIBRARY	\$ 28,466.03
513	PARKS & RECREATION	\$ 60,366.13
518	TOWN CENTER	\$ 5,041.58
519	BALL COMPLEX	\$ 12,609.92
520	AQUATICS	\$ 2,694.28
521	FINANCE	\$ 38,791.27
531	COMMUNITY DEVELOPMENT	\$ 33,210.21
541	POLICE	\$ 197,643.91
542	ANIMAL CONTROL	\$ 3,981.26
543	OHSO GRANT	\$ 463.26
551	FIRE	\$ 135,379.66
TOTAL		\$ 548,396.73

February 2016

VISA

511	CITY MANAGER	\$ 200.00
512	LIBRARY	\$ 2,500.00
513	PARKS & RECREATION	\$ 6,500.00
515	GENERAL GOVERNMENT	\$ 2,500.00
518	TOWN CENTER	\$ 2,000.00
521	FINANCE	\$ 500.00
531	COMM. DEV.	\$ 1,000.00
541	POLICE	\$ 2,500.00
551	FIRE	\$ 1,000.00
	TOTAL	\$ 18,700.00

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. **ITEM NO.** H-3
2. **DATE:** March 1, 2016
3. **TITLE:** Approval to turn past due utility accounts over to the collection agency
4. **COUNCIL ACTION:** Approve or Deny
5. **INITIATOR:** Janet Watts, Finance Director
6. **BACKGROUND:** The attached utility accounts are past due and need to be sent to collections. Total balance is \$1,140.62 excluding collection agency fees.
7. **STAFF SOURCE:** Janet Watts, Finance Director
8. **FINANCIAL IMPACT:** Bad debt write-off of \$1,140.62
9. **STAFF COMMENTS:** Recommends turning accounts over to collections.
10. **CITY ATTORNEY'S COMMENTS:**
11. **RESOLUTION/ORDINANCE NO.** N/A

JANA FERRELL - COLLECTIONS

03/01/2016

ACCOUNT NUMBER	NAME	SERVICE ADDRESS	MAILING ADDRESS	BALANCE	AGENCY FEE	TOTAL FEE
18-0096-19	CROWLEY, CARISSA	1828 E SH 152	6920 S MAIN #417	\$ 86.22		
START DATE: 5/27/15		MUSTANG, OK 73064	WHEATLAND, OK 73097			
FINAL DATE: 12/22/15						
12-1103-01	COWAN, JEFF & ELISHA	338 N BRONCO WAY	PO BOX 295	\$ 143.55		
START DATE: 2/28/14		MUSTANG, OK 73064	EL RENO, OK 73036			
FINAL DATE: 1/8/16						
09-0083-01	FERGUSON, TIA	529 W CARSON DR	1000 SOUTH CORNWELL	\$ 150.00		
START DATE: 12/15/03		MUSTANG, OK 73064	APT 618			
FINAL DATE: 12/16/15			MUSTANG, OK 73064			
18-0333-01	HALL, THOMAS & JACKIE	617 E VICTORIA TERR	11216 SW 37TH CT	\$ 51.60		
START DATE: 12/19/14		MUSTANG, OK 73064	OKC, OK			
FINAL DATE: 12/16/15						
09-0037-01	LEHMAN, BRIAN	718 W FORSTER DR	810 S MEADOW LN	\$ 110.05		
START DATE: 4/25/01		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE: 12/31/15						
23-0977-04	LYLES, JOHN & IZAMAR	204 N SILVER WAY	204 N SILVER WAY	\$ 211.11		
START DATE: 9/1/15		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE: 12/30/15						
19-0077-12	MINER, RACHEL	2337 E JOYCE TERR	2337 E JOYCE TERR	\$ 245.28		
START DATE: 9/18/13		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE: 12/22/15						
06-0111-04	MORENO, KERRI & RAUL	922 W KYLE WAY	8301 SW 104TH	\$ 184.31		
START DATE: 12/12/14		MUSTANG, OK 73064	OKC, OK 73169			
FINAL DATE: 12/30/15						
16-0101-03	TRAIL, MONICA	1054 S MEADOW LN	122 N CAROL TERR	\$ 126.15		
START DATE: 8/25/15		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE: 12/15/15						
05-0201-12	WOOTEN, SASHA	1208 W WESTCHESTER WAY	707 ST CLAIR AVE EAST	\$ 62.12		
START DATE: 6/9/14		MUSTANG, OK 73064	APT 22			
FINAL DATE: 12/16/15			LIVERPOOL, OH 43920			

ACCOUNTS: 10

TOTALS: \$ 1,140.62 \$ 399.22 \$ 1,539.84

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-4
2. MEETING DATE: March 1, 2016
3. TITLE: Approval to turn past due library accounts over to collection agency.
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Janet Watts, Finance Director
6. BACKGROUND:
The attached library accounts are past due and need to be sent to collections.
The total balance is \$725.56 collection agency fees.
7. FINANCIAL IMPACT:
Inventory loss of \$725.56
8. STAFF COMMENTS: Recommend Approval
9. STAFF SOURCE: Desiree Webber, Library Director
10. CITY ATTORNEY COMMENTS:
11. RESOLUTION/ORDINANCE NO. N/A

Council Copy
Accounts Sent to Collections
for October 2015

[illegible]

City of Mustang
City Council
Agenda Item Commentary

1. **ITEM NO.** H-5
2. **MEETING DATE:** March 1, 2016
3. **TITLE:** Approval of **Resolution 16-030** supplementing the General Fund Budget for donations to parks and recreation special events.
4. **COUNCIL ACTION:** Approve/Deny
5. **INITIATOR:** Jean Heasley, Assistant Parks and Recreation Director
6. **BACKGROUND:**

The Parks Department has offered businesses the opportunity to sponsor events. The sponsorships will go to pay for supplies, entertainment, and activities at various special events
7. **FINANCIAL IMPACT:** \$1,500.00
8. **STAFF COMMENTS:** Staff recommends approval
9. **STAFF SOURCE:** Jean Heasley, Parks and Recreation Assistant Director

RESOLUTION NO. 16-030

A RESOLUTION TO MAKE CHANGES IN THE GENERAL FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2015-2016 FISCAL YEAR BUDGET BY \$1500.00

WHEREAS, the City has received sponsorships for park programming; and

WHEREAS, the City Council desires to appropriate funds;

NOW THEREFORE, BE IT RESOLVED, by the City Council that the following supplemental appropriation be made:

SUPPLEMENTAL APPROPRIATION

Revenues:	
Donations- Other (01-45100)	\$1500.00
Expenditures:	
Special Events (01-513-5302)	<u>\$1500.00</u>
Total	<u><u>\$1500.00</u></u>

This is to certify that the above and foregoing Resolution was duly **ADOPTED** and **APPROVED** by the Mayor and City Council this the **1st** day of **March, 2016**.

ATTEST:

City Clerk

Mayor

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-6
2. MEETING DATE: March 1, 2016
3. TITLE: Approval of Resolution No. 16-031, Directing Filing and Notification of the Publication of the 2016 Supplement to the Mustang Municipal Code.
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Lisa Martin, City Clerk
6. BACKGROUND: Supplements to the Municipal Code Book have been prepared by Municipal Code Corporation and as stated in the Resolution, the City is required to adopt a Resolution notifying the public of the publication of its supplements to the code and to file a copy of the Resolution in the Office of the County Clerk. Also, file one copy of the supplement to the code and one copy of the Resolution to the Law Library of Canadian County.
7. FINANCIAL IMPACT:
8. STAFF COMMENTS: _____
9. STAFF SOURCE: Lisa Martin, City Clerk
10. RESOLUTION / **16-031**

RESOLUTION NO. 16-031

A RESOLUTION DIRECTING FILING AND NOTIFICATION OF THE PUBLICATION OF THE 2016 SUPPLEMENT TO THE MUSTANG CITY CODE.

WHEREAS, the City of Mustang has contracted with the Municipal Code Corporation to prepare the 2016 Supplements to the City's Code of Ordinances containing all ordinances adopted by the City to the date of such supplements; and

WHEREAS, the City is required to publish its supplements and code of compiled penal ordinances and to deposit a copy with the County Law Library pursuant to Sections 14-109 and 14-110 of Title 11 of the Oklahoma Statutes; and

WHEREAS, the City is required to adopt a resolution notifying the public of the publication of its supplements to the code pursuant to Section 14-110 of Title 11 of the Oklahoma Statutes and to file a copy of the Resolution in the Office of the County Clerk;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MUSTANG:

THAT, the public is hereby notified of the publication of the 2016 Supplement to the City's Code of Ordinances and that copies of the Code as Supplemented are available for review in the Office of the City Clerk; and

THAT the City Clerk shall cause one copy of this Resolution and one copy of Supplements to the code to be filed with the Law Library of Canadian County; and

THAT the City Clerk shall keep at least three (3) copies of the Mustang Code of Ordinances as supplemented in the Office of the City Clerk for public use, inspection and examination.

ADOPTED this 1st day of March, **2016**, by the City Council of the City of Mustang.

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-1

2. MEETING DATE: March 1, 2106

3. TITLE: Rezoning Application RZ-1-20-16-1-27, 800-900 Block N. Sara Road, Civil Design & Survey of Oklahoma, A-1, General Agricultural and Oil and Gas District to R-1 PUD, Single Family Residential Planned Unit Development District.

4. COUNCIL ACTION: Public Hearing, Discussion, and Possible Action Regarding Rezoning Application.

5. INITIATOR: Community Development Department

6. BACKGROUND RECOMMENDATION:

Project Description: The applicant requests a change in zoning classification for this property from A-1, General Agricultural and Oil and Gas district to R-1 PUD, Single Family Residential Planned Unit Development. This property is located in the 800-900 block of N. Sara Road on the west side. The property contains one home at this time.

The overall concept of the PUD is a maintenance free living environment with very little individual lawn area, but with 7 acres of common area. It will incorporate amenities such as walking trails, gated entry, recreational facilities, clubhouse and grounds maintenance for the entire PUD. An opaque wall will be placed around the entire perimeter. Public Sanitary Sewer and Water will be provided, but the street will be private.

The PUD will have a base zoning of R-1. The PUD calls for a maximum lot coverage of 65%, the Mustang Code only allows 35%. The plan allows for increased landscape buffering along N. Sara Road. The minimum lot size will be 5300 square feet; the city's code minimum is 7200 square feet. All yards, common areas, entry and buffer areas will have irrigation systems. All structures will be a minimum of 80% masonry finish. The setbacks will be 10-foot in front, 7.5 in rear and 5 on sides. Mustang code requires 30 in front, 20 in rear and 5 on sides.

Included in your packet is an aerial view of a similar development at 164th and N. May in Oklahoma City. It gives an idea of the general concept, although this one will be designed slightly differently due to the constraints of the land.

Character of Neighborhood: The general character of the area is low density residential.

Zoning and Uses of Property Nearby: The property to the south is zoned R-E, the property to the west is zoned R-1, the property to the north is zoned A-1, and the property to the east is zoned R-E.

Conformance with Long-Range Plan: The long-range plan calls for low density residential development, R-E through R-2.

Utilities and Services: Fire Hydrants will be placed at the south end of each of the common access drives. Both water and sewer lines will be located at the south end of the subdivision, and a 15-foot utility easement will be located at the north boundary of the development.

When development occurs, the engineer will be required to follow all aspects of our drainage ordinance. They will not be permitted to discharge at any faster rate than currently exists.

Professional Staff Recommendation: Staff recommends approval of this PUD application. The proposal fits well within the definition and intent of a Planned Unit Development.

The shape of this lot is unique. It is very long and narrow. The design of the subdivision is also unique to Mustang. It will contain houses that are a minimum of 1800 square feet, that cost between \$135 and \$140 per square foot, but they will be very close together. It will appeal to those who do not want yard maintenance and want the exclusivity of a gated community with ample amenities and common areas that are maintained by the POA.

Staff does not feel that this development will negatively impact property values in the surrounding area. Each home will be available for purchase as they are each on individual lots.

The fire department has reviewed it and requested changes. Those changes were all made by the developer and the changed plans were re-submitted. The police department did not recommend any changes.

Planning Commission Recommendation: The Mustang Planning Commission voted unanimously to recommend approval of this application at their February 23, 2016 meeting. Please see attached minutes. Please note: These minutes were not yet formally approved by the Mustang Planning Commission.

7. FINANCIAL IMPACT: None

8. STAFF SOURCE: Melissa Helsel, Community Development Director

9. CITY ATTORNEY'S COMMENTS:

10. RESOLUTION/ORDINANCE NO. 1137

ORDINANCE NO. 1137

AN ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA AMENDING THE ZONING ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA, AS AMENDED, TO CHANGE CERTAIN PROPERTY LOCATED IN CANADIAN COUNTY, OKLAHOMA, FROM "A-1" GENERAL AGRICULTURAL AND OIL AND GAS DISTRICT TO "R-1 PUD" SINGLE FAMILY RESIDENTIAL PLANNED UNIT DEVELOPMENT DISTRICT AND, DECLARING REPEALER; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MUSTANG, OKLAHOMA:

Section 1. That the Zoning Ordinance of the City of Mustang, Oklahoma, as amended, is hereby amended to change the Official Zoning Map, to include therein the following described property in the City of Mustang, Canadian County, State of Oklahoma from "A-1" General Agricultural and Oil and Gas District to "R-1 PUD" Single Family Residential Planned Unit Development District.

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR REZONING:

A tract of land in the Northeast Quarter (NE/4) of Section Twenty-seven (27), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows:

Commencing at the Northeast Corner (NE/C) of said Section;

THENCE South 00°11'21" East, along the East line of said section, a distance of 2231.70 feet (deed ~ South 2231.70') to the Point of Beginning(POB);

THENCE continuing South 00°11'21" East a distance of 410.52 feet (deed ~ South 408.30') to the Southeast Corner (SE/C) of said quarter;

THENCE North 89°58'07" West, along the South line of said quarter, a distance of 2650.10' (deed ~ West 2638.60') to the Center of said section;

THENCE North 00°12'22" East, along the West line of said quarter, a distance of 410.52 feet (deed ~ North 408.30');

THENCE South 89°58'07" East, parallel to the South line of said quarter, a distance of 2650.23 feet (deed ~ East 2636.80') to the point of beginning.

Described parcel contains 24.98 Acres (1,087,933.45 Sq.Ft.) more or less.

Section 2. REPEALER

All former ordinances or parts of Ordinances conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Section 3. SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, said portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 4. EMERGENCY

It being immediately necessary for the preservation of the public health, peace and safety of the City of Mustang and the inhabitants thereof, and emergency is hereby declared to exist by reason whereof, this Ordinance shall be in full force and effect from and after its passage and approval, as provided by law.

PASSED AND APPROVED and the Emergency Clause voted upon separately and passed and approved this ____ day of _____, 2016.

Mayor

ATTEST:

City Clerk

APPROVED as to form this ____ day of _____, 2016.

City Attorney

PLANNING COMMISSION MEETING

Minutes February 23, 2016

The Mustang Planning Commission met in a regular session on Tuesday, February 23, 2016 at 7:00 p.m. at the Mustang Municipal Building, City Council Chambers at 1501 N. Mustang Road. Notification of the meeting was posted Wednesday, February 17th, 2016 in the foyer of the Mustang Municipal Building in compliance with the Open Meeting Act (25 OAS, Section 301, et. seq.)

I. CALL MEETING TO ORDER: Planning Commission Chairman, **Mr. McDaniel** called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL:

MEMEBERS PRESENT:

Commissioner **Jan Yakish**
Commissioner **Dan Hix**, Secretary
Commissioner **Billy McDaniel**, Chairman
Commissioner **Brad Homer**, Vice-Chairman
Commissioner **Jerry Brown**
Commissioner **Darrell Johnson**

MEMBERS ABSENT:

Commissioner **Jesse Bratton**

STAFF PRESENT:

Melissa Helsel, Community Development Director
Morgan Shepard, City Planner
Radika Wheeler, Office Administrator
Jerry Calloway, Audio Visual Systems Operator

CITY ATTORNEY:

City Attorney, **Jonathan Miller**, was in attendance

IV. APPROVAL OF MINUTES: Approval of minutes from the December 22, 2015 Planning Commission meeting.

Mr. Homer made a motion to approve the minutes from the December 22, 2015 Planning Commission meeting. **Mr. Brown** seconded the motion. The motion was approve unanimously.

V. INTRODUCTION OF GUESTS AND VISITORS/ HEARING OF CITIZENS AND DELEGATES: None

VI. PUBLIC HEARING, DISCUSSION, CONSIDERATION AND RECOMMENDATION ON:

1. **Short Form Subdivision Application LS-2-2-16-1-25, 312 N. Ross Terrace, Robert Forsythe, approximately 2.5 acre lot into 3 lots of 1 acre, .75 acre and .75 acre approximately.**

Community Development Director, **Melissa Helsel**, introduced the short form subdivision request, or lot split, for the tract of land at 312 N. Ross Terrace. The property owner is Robert

Forsythe. The current tract is 2.5 acres; he would like to split this into three lots, of 1 acre, 0.75 acre and 0.75 acre. This property is on the northeast corner of N. Ross Terrace and E. Frontier Terrace. There is currently one residential dwelling and a storm shelter on the property. The property is zoned R-E, Rural Estates District. The house that is on the property now is connected to a septic system but there is sanitary sewer now available on Ross Terrace, this was put in after the structure was built. The applicant stated he would tie the lots into the public sewer system. There is a fire hydrant on the corner of Ross and Frontier.

The general character of the neighborhood is low density residential. The adjacent property is zoned R-1, Single-Family Residential, to the east, R-E, Rural Estates to the west, R-E to the north and R-E to the south. The long range plan calls for low-density residential development in this area. This property is zoned R-E, Rural Estates, the minimum lot size in this district is $\frac{3}{4}$ of an acre; the proposed tracts would meet the minimum lot size. There is fire protection, and public water and sewer are available.

Staff recommends approval of the lot split because it meets all the minimum requirements for an R-E District and it conforms to the comprehensive plan.

Mr. McDaniel opened the public hearing. Hearing no comments, **Mr. Hix** made a motion to close the public hearing, **Ms. Yakish** seconded the motion. The motion was passed unanimously.

Mr. Homer made a motion to approve the short form subdivision request. **Mr. Johnson** seconded the motion.

A roll call vote was taken:

Jan Yakish	Yes
Dan Hix	Yes
Brad Homer	Yes
Jerry Brown	Yes
Darrell Johnson	Yes
Billy McDaniel	Yes

The motion was approved unanimously.

2. Rezoning Application RZ-1-20-16-1-27, 800-900 Block N. Sara Road, Civil Design & Survey of Oklahoma, A-1, General Agricultural and Oil and Gas District to R-1 PUD, Single Family Residential Planned Unit Development District.

Ms. Helsel gave the staff report for the PUD rezoning application. **Ms. Helsel** pointed out that this is different than probably any other project that we've brought before the Planning Commission. This is a new concept to Mustang. The land is located in the 800-900 block of N. Sara Road and is currently zoned A-1 and is approximately 23 acres.

Ms. Helsel stated that the overall concept of the PUD is larger houses on smaller lots for a maintenance free living environment. The homes are a minimum of 1,800 sq. ft. and the minimum lot size is 5,300 sq. ft. The developers are projecting 116 lots in this area. People would have very little individual lawns but there would be a lot of common open space. The current plans show three large common areas in the front, and wide green belts along the south side and the west side. There will be amenities such as walking trails, gated entrance, recreational facilities, a club house and the HOA will perform grounds maintenance within the entire PUD.

Public sanitary sewer will be provided, they will tap in on the west side of Plantation Terrace and public water will be provided and tied in at Sara Road. There is adequate water and sewer to service this development. They intend to place an opaque 6 foot wall around the perimeter of the entire subdivision, partially as a buffer but also to maintain exclusivity in the neighborhood. The base zoning for the PUD will be R-1, wherever the developers have not requested a variance from the code they will comply with R-1 zoning regulations. \

Ms. Helsel stated that the PUD calls for a maximum lot coverage of 65%, the Mustang Code only allows 35%. The lot coverage is one of the variances they have requested. They will have increased landscape buffering along N. Sara Road. They intend to create a very beautiful entry way and a beautiful common area. The minimum lot size will be 5300 square feet and the city's code minimum is 7200 square feet. All yards, common areas, entry and buffer areas will have irrigation systems. All structures will be a minimum of 80% masonry finish; they will be brick, stucco, or stone exteriors. The setbacks will be 10-foot in front, 7.5 in rear and 5 on sides. Mustang code requires 30 in front, 20 in rear and 5 on sides.

The developer is Sheppard and Sons Construction and they intend to build these homes. The price per square foot of the houses will be \$135 to \$140. These will not be low-income housing. The big change is that there is more house coverage per lot than there would typically be in an R-1 District. The size and shape of the lot lends itself to this proposed concept. This is the only way to develop a lot that is this long and narrow with water and sewer and still be able to make it profitable. According to the developer, similar subdivisions in Oklahoma City have been very successful and are a popular concept. The City Attorney, **Mr. Miller**, requested minor revisions and the developers have provided a revised design statement to the Community Development Department addressing these comments.

Ms. Helsel stated that the general character of the surrounding area is low density residential. : The property to the south is Clear View Addition zoned R-E, the property to the west is zoned R-1, the property to the north is zoned A-1, and the property to the east, across Sara Road is zoned R-E. The long range plan calls for low density residential development which includes R-E through R-2, this project falls within that range.

There will be a fire hydrant placed at the south end of each of the common access drives. There is a long boulevard style street along the south end and a series of common access drives that come off the street. The common access drives are not considered streets; they are driveways serving eight homes. Parking will be restricted on those drives.

Mr. McDaniel remarked that it was his understanding that residents would be parking in their garage and not allowed to park in the driveway.

Ms. Helsel responded that residents in similar developments park in the 10 foot setback between their side yard and garage but parking on the street or curb is not allowed. There are four overflow parking spaces as well as parking by the clubhouse and common area. Each common access drive serves eight units and there will be restrictions in the PUD and covenants not to park there, this will be enforced by the HOA.

Ms. Helsel stated there is the option to approve the PUD as is or with a crash gate at Montebella. There is a 15 foot easement on the north boundary of the development and because the water and sewer are both on the south side staff feels 15 feet is more than adequate.

This request is for the zoning phase, the developers will still have to bring back a preliminary plat and a final plat for approval. That would be the time to talk about drainage, utilities and easements. Staff recommends approval of this PUD application. The proposal fits well within the definition and intent of a Planned Unit Development. The shape of this lot is unique. It is very long and narrow. The design of the subdivision is also unique to Mustang. It will appeal to those who do not want yard maintenance and want the exclusivity of a gated community with ample amenities and common areas that are maintained by the HOA. Staff does not feel that this development will negatively impact property values in the surrounding area. Each home will be available for purchase as they are each on individual lots. The fire department has reviewed it and requested changes. Those changes were all made by the developer and the changed plans were re-submitted. The police department did not recommend any changes.

Mr. McDaniel stated one of his concerns is the perimeter fence and the fact that there is only going to be access from Sara Road. He wants to make sure that Montebella will never be opened for additional access and that might ease tension for residents.

Ms. Helsel responded the developers were willing to put up a crash gate if needed. The crash gate would not be a point of access. It could be written in the PUD that Montebella would never be opened for public access. The only way that could be changed is if the developer came back before Planning Commission and City Council for a PUD revision.

Ms. Yakish stated her concern was the single entry and how fast emergency services could get to a home with only one entrance. **Ms. Helsel** answered that the entrance would be divided in the middle with a gate on each side so that if one is blocked they could come in the other one.

Mr. Brown asked what the time lapse was on a PUD before the city takes over the road and utility maintenance. **Ms. Helsel** responded that the city will never take over street maintenance; this will always be a private street. The water and sewer utilities along the south end will be public. When the work is completed, the city will get a bond from the contractor and when City Council approves the bond the city takes the water and sewer. For two years we have a 110% bond so if anything happens to the public water or sewer lines within those first two years they have to be repaired by the contractor or the city will call in the bond and make the repairs.

Mr. Brown asked what changes the fire department wanted. **Ms. Helsel** replied the fire department only had one change and that was to remove the landscaped median along the center of the street so they would have enough room to maneuver the fire trucks.

Mr. Brown reminded the commissioners to keep in mind this request was only a zoning change and a lot of changes will be made before it comes back.

Mr. Homer asked for clarification on the fence. **Ms. Helsel** responded that currently the plan is for a 6 foot brick or stone wall around the entire perimeter with decorative wrought iron details.

Mr. McDaniel addressed the public to remind them the Planning Commission is a recommending body and the City Council will have the final vote at the meeting next Tuesday night.

Mr. McDaniel opened the public hearing.

Mark Ritchie, 2201 Rambling Road, of Civil Design and Survey, spoke on behalf of the applicants and developers, Sheppard and Sons. He wanted to reiterate the amenities that would be offered; the walking trails, the gated entry way, the irrigated common areas, a club house, pool,

playground and scattered benches. The intent of this development is to try and get away from suburbia where everyone has a lawn, an extensive irrigation system and maintenance obligations. By concentrating the open area, which would typically be back yards that don't get much use and instead creating a central park setting which would draw residents out and let them meet their neighbors and promote community.

The minimum lot size is 5,300 sq. ft. and the minimum home size is 1,800 sq. ft. The development of 116 homes on 25 acres results in 4.6 living units per acre which is standard for Yukon and surrounding areas. If the minimum home size is built on the minimum lot size, the lot coverage would be 32%, which leaves 3,800 sq. ft. of land, around the home. This meets the international building and fire codes and it is also below the Mustang requirements for an R-1 District which allows no more than 35% building coverage. The anticipated home size is expected to be 2,200 sq. ft. if you apply that to the minimum lot size the building coverage is 40%. The maximum house size on the minimum lot size would have 64% lot coverage. Most homes will be between 2,000 and 2,500 sq. ft. with 40% lot coverage.

Mr. Ritchie described how the property is odd shaped and that Sheppard and Sons are trying to make the most efficient use of the property as possible while luring residents in that have ample means to shop and spend and contribute to Mustang. Mr. Ritchie met with staff and residents in the initial planning stages of the development. Both staff and residents were concerned about traffic being an issue which is why the Sheppard's committed to a solid masonry wall around the development with a single entrance. The layout of the development was designed so that the common area would be located along the south and west sides of the property where the existing residential development is. The wall and layout of the development were designed with respect to the neighbors and their privacy. For the final draft of the PUD that goes to council, they are prepared to commit to no accessory buildings, no pools, no boats and no RVs. This will minimize issues and contribute to the feel of the community as a unit. The ultimate thing the city will be responsible for is the singular sewer and water main, everything that feeds off that into the common area and along the common access drives will be maintained by the HOA. The developers did not want to put the burden on the city to maintain those long lines that feed off into the homes.

Jim Sheppard, 1224 E. Highline Road, of Sheppard and Sons Construction, spoke on behalf of the developers of The Reserve at Sara. Mr. Sheppard addressed concerns that had been raised and explained that the gate will be split and have a side to enter and to exit and that he would prefer not to have a crash gate and it was only brought up as something that the fire department may require. If the fire department did require a crash gate, it would have a knox lock that only emergency services would have a key to.

Mr. Sheppard stated his intent is to bring a new style of living to Mustang. It provides people with the opportunity to still own a private residence without the headaches and burden of yard maintenance. The main focus is to provide an asset to the City of Mustang, the city has a wide variety of housing options but it does not have a quality neighborhood with nice size homes and amenities.

Mr. Sheppard stated that in the last 5 years there have been 13 of these communities built in the Oklahoma City, Norman, and Edmond area and the homes have all sold within 18 months. It provides a quality living environment in a private community. The target demographic for these homes are people aged 55 and older.

Donna Skidmore, 2113 SW 67th St, spoke on behalf of her parents who live at 707 E Lea Terrace. Ms. Skidmore's parents have lived here almost 10 years and enjoy the calm, peaceful, rural environment. Ms. Skidmore described the property and her concerns for the impact this development could have. She explained to the east of the proposed area is the subdivision Rollin Acres which has ½ acre lots, to the south is Clear View that has approximately 112 lots, each lot is a minimum of 1 acre. This north quarter section to Highway 152 is a low density, rural setting. The Reserve is proposing 116 lots on 25 acres; each lot would be an average of 0.13 acre.

Ms. Skidmore referenced the design statement for the PUD that states the design concept mirrors successful developments in the central Oklahoma area. Ms. Skidmore described the similar developments. Muirfield, completed in 1983, was originally platted with 64 lots and average lot size was 54 feet by 60 feet. The developer only sold 12 of these lots, the remaining lots were replatted into larger lots or made into multiple family housing. Edinburgh, located west of May Avenue, south of 164th, is another similar development. There are approximately 92 lots, average lot size is 80 feet by 83 feet on a 25 acre property. Edinburgh has a large, central common area, a club house, pool and other amenities. In Muirfield and Edinburgh, the lots are in groups of 6, not in groups of 8. The surrounding neighborhoods are comparable in size and density.

Ms. Skidmore provided extensive information and data regarding the drainage issues and stormwater runoff. She referenced a map which illustrated the flow of water from surrounding areas and detailed instances of flooding experienced by many home owners on Lea Terrace. She calculated the area of impermeable surfaces including the homes (at 65%), street, sidewalk, and common access drive and concluded that this development would add 13.3 acres of impermeable surface to undeveloped land.

Ms. Skidmore asked whether there would be dedicated easements, if there would be streetlights, how and where the trash would be picked up and if the entrance would match up with the entrance to Rolling Acres. Ms. Skidmore does not want there to be a crash gate on Montebella and would prefer a solid wall, she requested that the height of the perimeter fence be increased to 8-10 feet. Ms. Skidmore and her parents are opposed to the PUD for The Reserve at Sara as submitted and request it be denied.

Mr. Brown asked if **Ms. Helsel** could define what is subject to approval or disapproval for this meeting. **Ms. Helsel** stated that per **Mr. Miller's** request, Sheppard and Sons have stricken the section on drainage from the PUD document. The development will be required to meet the city's drainage ordinance; post development rates of runoff cannot be greater than predevelopment conditions. The drainage subject is not appropriate for the rezoning decision, which is not the intended use of the zoning docket. That will be part of the hearing for the preliminary and final plat. **Ms. Helsel** stated that streetlights are required at intersections and at the end of a cul-de-sac.

Mr. Brown asked if there was any time restriction that could be placed on open public hearings to each person. **Mr. Miller** responded there can be time limits, but the Planning Commission has not adopted any rules of such nature.

Robert Duke, 432 E. Magnolia Terrace, stated that he was very concerned about the impact this would have on the city's water and sewer resources and that this could lead to a bond or tax increase to improve the water and sewer systems. He questioned whether the existing sewer line is sufficient to support additional development. He is concerned over the traffic issues, increased property taxes and the impact this could have on the school system. Mr. Duke feels that the quality of life in Mustang has deteriorated and drug and crime activity has increased. The neighborhood has existing flood and drainage problems and he believes this development will

increase the flooding issues. Mr. Duke requested that the Commissioners deny the rezoning request.

Charles Matthews, 605 E. Lea Terrace, expressed a concern for the wildlife in the 25 acre property. This includes scissor tail, hawk and other bird species that may be protected or endangered as well as deer, armadillo and coyotes. He mentioned the runoff and flooding problems as a concern, as well as increased traffic, children's safety and an oily substance in his yard. Mr. Matthews questioned how a fire truck, school bus or garbage truck would be able to maneuver within the development. Mr. Matthews stated he is not for or against development in Mustang but believes there needs to be additional review.

Don Klepper, 624 E. Plantation Terrace, voiced similar concerns over runoff and drainage. He questioned what would happen if this development didn't work, what the developers would be allowed to do. **Mr. McDaniel** responded that the developers would have to come back before the Planning Commission and City Council to make any changes. **Ms. Helsel** added that this PUD is single family residential only.

Jose Viejo, 525 E. Lea Terrace, stated that he is opposed to the PUD. He mentioned the drainage issues and the wildlife. He feels that the city is growing and we are the losing the privacy and peace and quiet of the country.

Robert Duke, requested to make an additional comment. He stated that Mustang needs to preserve green space and wildlife. He asked if the development could be moved somewhere else. He is against the rezoning of the PUD.

Hearing no further comments, **Mr. Homer** made a motion to close the public hearing. **Ms. Yakish** seconded the motion. The motion passed unanimously.

Mr. McDaniel stated that the PUD rezoning does affect the residents and we owe them a right to speak. He reiterated that the Commission in a recommending body whether it passes or fails it will be on the City Council agenda next Tuesday night.

Mr. Homer stated that during his 10 years as a Commissioner he has heard from developers about the odd shaped lots and the struggle they have to come up with a plan to develop those lots. **Mr. Homer** expressed his understanding over the concerns for the loss of green space and wildlife in Mustang as well as the traffic problem. He does not believe there will be an impact on the schools and adamantly disagrees with the comments made about increased drug and crime activity.

Mr. McDaniel stated it is shortsighted to think large tracts of undeveloped land will never be developed in the future. To say we want this land left alone and never developed is wishful thinking. **Mr. McDaniel** expressed that he liked green belts and wildlife. But if you are the land owner, they have rights too. Within the 2 miles by 6 miles of Mustang there is going to be very little property that is not developed. It is something that will happen eventually and you have to make sure it doesn't impact you too much.

Mr. Hix pointed out that during his time on the Commission there have been very few times when he has seen this level of citizen involvement. He stated that he does not take the public's opinions and comments lightly. The important thing to consider is does it meet the requirements and what can we build to make it beneficial for Mustang residents. Property owners have a right

to do what is best for their property, we may not agree but we will try to make the best decision based on what we know and what we do here.

Ms. Yakish stated that her family moved to Mustang 10 years ago for the country feel and she understands the concern from the residents. She wants Mustang to grow and to be a better, stronger community but in its own design to where it doesn't take away from our homes. **Ms. Yakish** stated that her main concerns are the traffic and the safety of people driving on Sara Road and the drainage issues in the area.

Mr. Homer made a motion to approve to approve the rezoning request. **Mr. Hix** seconded the motion

A roll call vote was taken:

Jan Yakish	Yes
Dan Hix	Yes
Brad Homer	Yes
Jerry Brown	Yes
Darrell Johnson	Yes
Billy McDaniel	Yes

The motion was passed unanimously.

VII. NEW BUSINESS: None

VIII. COMMISSIONER, STAFF COMENTS:

IX. ADJOURNMENT

Mr. Homer made a motion to adjourn. **Mr. Bratton** seconded the motion. The motion was approved unanimously; the meeting was adjourned at 8:40.

CHAIRMAN

DATE

SECRETARY

THE CITY OF MUSTANG
PLANNED UNIT DEVELOPMENT

PUD-_____

DESIGN STATEMENT FOR

The Reserve at Sara

PREPARED BY:

Sheppard and Sons Construction, Inc.
1224 East Highline Lane
Mustang, Oklahoma 73064
&
Mark A. Ritchie, PE, PLS
Civil Design & Survey of Oklahoma, Inc.
2201 Rambling Road
Edmond, Oklahoma 73025

February 25th, 2016

TABLE OF CONTENTS

1	INTRODUCTION
2	LEGAL DESCRIPTION
3	OWNER DEVELOPER
4	SITE AND SURROUNDING AREA
4.1	SITE TOPOGRAPHY
4.2	SOIL CONDITION
4.3	SURROUNDING SITE
5	CONCEPT
6	SERVICE AVAILABILITY
6.1	STREETS
6.2	SANITARY SEWER
6.3	WATER
6.4	FIRE PROTECTION
6.5	GAS, ELECTRICITY, AND TELEPHONE
7	SPECIAL DEVELOPMENT REGULATIONS
8	USE AND DEVELOPMENT REGULATIONS
9	ADDITIONAL USE AND DEVELOPMENT REGULATIONS
9.1	INTENSITY REGULATIONS
9.2	LANDSCAPING REGULATIONS
9.3	FACADE REGULATIONS
9.4	SCREENING REGULATIONS
9.5	PLATTING REGULATIONS
9.6	PRIVATE IMPROVEMENT REGULATIONS
9.7	ACCESS REGULATIONS

	9.8 PARKING REGULATIONS
	9.9 SIGNAGE REGULATIONS
	9.10 ROOFING REGULATIONS
	9.11 SIDEWALK REGULATIONS
	9.12 HEIGHT REGULATIONS
	9.13 SETBACK REGULATIONS
	9.14 PUBLIC IMPROVEMENTS
	9.15 COMMON AREAS
	9.16 OTHER UTILITIES
10	DEVELOPMENT SEQUENCE
11	EXHIBITS

1 INTRODUCTION

The Planned Unit Development (PUD) of The Reserve at Sara consists of 25 acres and is located within the NE/4 of Section 27, Township 11N Range 05W of the Indian Meridian, Canadian County, Oklahoma.

The Subject Property upon which The Reserve at Sara will be built is located on the West side of Sara Road, half way between SW 59th Street and SW 74th Street and has 410 feet of frontage onto Sara Road.

The Concept for this PUD is to provide for smaller lots for a maintenance free living environment. The Reserve at Sara accomplishes the purpose and intent of the PUD as defined by the Mustang Municipal code by encouraging innovative development of this smaller parcel. Development of the parcel is challenged by its abnormal length to width ratio. The parcel is one half mile long but only 410 feet wide;

2 LEGAL DESCRIPTION

A tract of land in the Northeast Quarter (NE/4) of Section Twenty-seven (27), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows:

Commencing at the Northeast Corner (NE/C) of said Section;

THENCE South 00°11'21" East, along the East line of said section, a distance of 2231.70 feet (deed ~ South 2231.70') to the Point of Beginning(POB);

THENCE continuing South 00°11'21" East a distance of 410.52 feet (deed ~ South 408.30') to the Southeast Corner (SE/C) of said quarter;

THENCE North 89°58'07" West, along the South line of said quarter, a distance of 2650.10' (deed ~ West 2638.60') to the Center of said section;

THENCE North 00°12'22" East, along the West line of said quarter, a distance of 410.52 feet (deed ~ North 408.30');

THENCE South 89°58'07" East, parallel to the South line of said quarter, a distance of 2650.23 feet (deed ~ East 2636.80') to the point of beginning.

3 OWNER/DEVELOPER

The owner and developer of this property will be Sheppard & Sons Construction, Inc. 1224 E. Highline Lane, Mustang, Oklahoma 73064.

4 SITE AND SURROUNDING AREA

4.1 Site Topography

The undeveloped site is mostly flat to gently sloping with an elevation of approximately 1355ft to 1326ft across the site. Drainage flows West-Southwesterly across the site. The site is covered with grass and trees. There are no special flood hazard areas that affect the site.

4.2 Soil Condition

The site predominantly contains two soil types: Binger fine sandy loam (BnC) and Nash-ironmound complex NaD2. The soils consist of moderately deep, well drained, moderately permeable soils. The soils are on very gently sloping uplands. Slopes range from 1 to 8 percent

4.3 Surrounding Site

The Vacant site is presently zoned A-1, Surrounding properties are zoned and/or developed as follows:

North: There is approximately 25 acres to the north which is zoned A-1 which is the only non-residential zoning in the area. It has one home on it, with Sara Homestead further to the North being zoned PUD-1-05 (base R-1).

East: Property east of the site is zoned R-E and developed with residential use, Rolling Acres Addition.

South: Property south of the site is zoned R-E and developed with residential use, Clear view Addition.

West: Property West of the site is zoned R-1 and developed with residential use, Savannah Lake Estates.

5 CONCEPT

This Planned Unit Development is an alternative approach to conventional land use controls. It provides a special zoning classification for the Subject Property that is intended to be innovative yet still maintain appropriate limitations on the character and project-wide intensity of the use of the land. It provides compatibility and buffering with adjoining properties while at the same time providing for the efficient arrangement of home sites and incorporates amenities such as a large walking trail common area, gated entry, recreational facilities, clubhouse, and grounds maintenance for the entire PUD.

In contrast to typical residential subdivisions, each lot will have minimal lawn area for the individual lot owner to own and maintain; instead, the large (6 acre) common area will serve the PUD as a whole by merging all the open space into one large commonly shared and maintained lawn and landscaped area. This common area is L-shaped and positioned along the South and West edges of the project to best serve as a buffer between the smaller lots proposed in this project and the larger, established home sites in the adjacent subdivisions.

The Reserve at Sara design concept mirrors other successful developments in the central Oklahoma area. The 25 acre single-family detached residential development will be grouped into a series of courtyards. Each courtyard will be served by a Private Access Drive and Private Utility Easement (A lane for traffic maneuvering that provides access to lots in a subdivision; that extends directly from and connects to an approved street; that may be substandard in certain design respects to a street; that is privately owned and maintained by the property owners association for the subdivision; and that serves as a Private Utility Easement). Each Private Access Drive will connect to the private street built to the City of Mustang's structural pavement thickness standards for long term durability and maintenance minimization. This

private street will incorporate large diameter traffic circle cul-de-sacs with a twenty foot wide lane around their perimeters, at the West end of each of the phases to facilitate proper traffic flow. Inside the perimeter lane, the traffic circle cul-de-sacs will have a large center island landscaped to serve as an aesthetic amenity and to break up the line-of-sight down the one half mile private street.

A large (6 acre) common area will contain walking trails, seating areas, landscaping, and additional parking for residents and their guests. This common area and its amenities will bring neighbors together, promote exercise, and encourage wildlife to remain in the area.

The project will be a gated community with restricted access and will be served by a single private street as shown on the Master Development Plan. The private street will be twenty-six feet wide. No parallel curbside parking will be allowed along any curb of any section of the private street. Parking is to be provided along the common area in groupings as shown on the attached Master Development Plan Map. This parking will serve the residential overflow and visitor parking needs as well as for the parking needs of residents that choose to drive to the large (6 acre) common area.

A wall/fence will be built around the entire boundary of the project as its phases are developed. The wall/fence will be constructed of any combination of brick, stone, stucco, cast-in-place or pre-cast concrete, wood, or wrought iron. Along the West end of all but the final phase, the fence may be built out of wood since it will become an internal fence once the next or final phase is developed.

6 SERVICE AVAILABILITY

Due to the location of the PUD within the area of Mustang, all services are presently available to serve this site. The services are as follows:

6.1 STREETS

The nearest street to the North is Cordella Way entering into Sara Homestead off of Sara Road and to the South is East Lea Terrace entering into the Clearview Addition. The Subject Property will derive its access onto Sara Road which is a two lane asphalt section line road.

6.2 SANITARY SEWER

Sanitary sewer facilities are presently available to serve the Subject Property by way of an existing sewer main located in the existing subdivision to the West.

6.3 WATER

Water is currently available to serve the Subject Property by way of a 12 inch water main which runs North and South on the East side of Sara Road. The Subject Property will connect to this existing water main by boring under Sara Road.

6.4 FIRE PROTECTION

Fire protection is presently available from the existing Mustang Fire Station, Located at 465 W. SH152, approximately 1/4 mile South and 1 3/4 West of the site.

6.5 GAS, ELECTRICAL, AND DATA SERVICE

Adequate urban utilities are available for extension into the Subject Property. Utility lines will be extended to serve the area at the time of development. Proper coordination with the various utility companies will be made by the developer of this site.

7 SPECIAL DEVELOPMENT REGULATIONS

The following Special Development Regulations and/or limitations are placed upon the development of the PUD. Certain zoning districts are referred to as a part of the special Development Regulations of this PUD. For purposes of interpretation of these Special Development Regulations, the operative and controlling language and regulations of such zoning districts shall be the language and regulations applicable to the referenced zoning districts as contained in the city of Mustangs Planning and Zoning Code as such exists at the time of development of this PUD. In the event of a conflict between provisions of this PUD and any of the provisions of the Mustang Municipal Code, as amended (Code) in effect at the time a permit is applied for with respect to any

lot, block, tract and/or parcel of land subject to this PUD, the provisions of the code shall prevail and be controlling; provided however, that in the event of a conflict between the special use and development regulations specifically negotiated as a part of this PUD and the provisions of the code in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this PUD, such special use and development regulations of this PUD shall prevail and be controlling.

The following special conditions listed in sections 8.0 through 10.0 shall not be changed or amended in any way except by action of the city council, after review and recommendation by the planning commission.

8 USE AND DEVELOPMENT REGULATIONS

The use and development regulations of the R-1 Single-Family District shall govern this PUD except as modified herein, including conditional, special permit, special exception requirements and/or accessory uses subject to their appropriate conditions and review procedures for public hearings where applicable, unless otherwise noted herein.

9 ADDITIONAL USE AND DEVELOPMENT REGULATIONS

9.1 INTENSITY REGULATIONS

9.1.1 The maximum lot coverage shall not exceed 65%.

9.1.2 The maximum number of single family homes shall not exceed 116.

9.1.3 The minimum lot size will be 5,000 square feet.

9.1.4 The minimum home size will be 1,800 square feet.

9.2 LANDSCAPING REGULATIONS

9.2.1 The subject parcel shall meet or exceed all requirements of chapter 122, division 2 of the Mustang Municipal Code.

9.2.2 A minimum fifteen (15) foot landscape buffer shall be required along Sara Road with 2 inch minimum caliper trees planted on minimum twenty (20) foot centers within the buffer except within the sight triangle.

9.2.3 All yards, common areas, entry, and buffer areas shall contain automated irrigation systems

9.2.4 All landscaping shall be situated so that it does not create a sight restriction hazard for vehicles entering and exiting the site.

9.3 FACADE REGULATIONS

All structures shall be a minimum of 80% masonry finishes (brick, stone, or stucco).

9.4 SCREENING REGULATIONS

Fences, Entry, and Gates. Fences within the PUD shall be 6 foot wood in structure and must be constructed upon completion of the home by the builder. No portion of any front yard shall be allowed to be enclosed by a fence or any other structure. Maintenance of the wood fencing for each lot shall be shared by the lot owners on either side of the fence in question. The perimeter fence surrounding the PUD shall be constructed from brick, stone and iron and shall be maintained by the maintenance fees paid monthly by each homeowner from the homeowners association. The Entry shall be constructed from brick, stone and iron with decorative, electronic entry iron and wood Gates. No other fencing other than described shall be approved.

All lot owners will be members of the homeowners' association. The homeowners' association shall remain in perpetuity.

9.5 PLATTING REGULATIONS

Platting shall be required at the time of development.

9.6 PRIVATE IMPROVEMENT REGULATIONS

- No carports or accessory buildings nor structures shall be allowed.
- No storage of any boats or recreational vehicles of any form shall be allowed except those that can be parked within the garages of the homes

9.7 ACCESS REGULATIONS

9.7.1 Streets throughout the PUD shall be private, and maintained by the homeowners.

9.7.2 Neither Semi-Tractors nor trailers shall be allowed on the private street except for construction vehicles used during construction activities.

9.7.3 Access throughout the PUD shall be by private street.

9.8 PARKING REGULATIONS

The design of all parking facilities in this PUD shall be in accordance with Article X, Chapter 122 of the Mustang Municipal Code, except as noted herein.

Private garages shall count toward meeting parking requirements, provided each parking space in a garage shall be a minimum of 8 feet by 18 feet. No driveway

parking will be allowed; vehicles must be parked within the garage of the home.

No parallel curbside parking will be allowed along any curb of any section of the private street. Parking is to be provided along the common area in groupings as shown on the attached Master Development Plan Map. This parking will serve the residential overflow and visitor parking needs as well as for the parking needs of residents that choose to drive to the large (6 acre) common area.

9.9 SIGNAGE REGULATIONS

Residential identification signage (walls signs) shall be used as a part of the gated entry at the access point to the public street. Signage shall be a maximum of 8 feet in height with a maximum display area of 100 square feet. Freestanding signage shall be permitted during construction only or for sales purposes.

9.10 ROOFING REGULATION

All structures shall have a minimum of an 8/12 pitch roof and have a minimum of a 30 year shingle or better. All shingles shall be weather wood in color.

9.11 SIDEWALK REGULATIONS

A five (5) foot sidewalk shall be constructed within the right-of-way of Sara Road, This sidewalks will be required at the platting stage and installed prior to the acceptance of any occupancy certificates being issued in the PUD by the City of Mustang. A four (4) foot sidewalk along the common area, in accordance with the requirements of the City of Mustang Subdivision Regulations, shall be constructed upon completion of each phase.

9.12 HEIGHT REGULATIONS

Shall comply with Municipal Code.

9.13 SETBACK REGULATIONS

Setback regulations for the specified use and development of the PUD shall be:

9.13.1 A 10 foot build line shall exist for the front yard of each structure.

9.13.2 A 7.5 foot build line and public utility easement shall exist for the Rear yard of each structure.

9.13.3 A 5 foot build line shall exist for the side yards of each structure.

9.13.4 A 15 foot build line and public utility easement shall exist along the entire Northern boundary of the development.

9.14 PUBLIC IMPROVEMENTS

Water and sanitary sewer infrastructure improvements to serve the development shall be dedicated to the public. Public improvements shall be made by the developer throughout the PUD as required by the City of Mustang Public works department or other City, County, or State Department or agency. All Local, State and Federal ordinances as they shall apply to the site will be adhered to fully.

9.15 COMMON AREAS

Maintenance of any common areas in the development shall be the responsibility of the Property Owners Association. No structures, storage of materials,

grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, and/or drainage easements shown. Certain amenities such as, but not limited to, walks and benches shall be permitted if installed in a manner to meet the requirements specified above.

9.16 OTHER UTILITIES

Other private and franchised utilities such as gas, electric, and data shall be restricted to servicing each lot by way of the fifteen foot utility easement located along the length of the Northern boundary of the PUD and by way of the fifteen foot utility easement located along the back lot lines, oriented North and South, between each of the courtyards.

10 DEVELOPMENTAL SEQUENCE

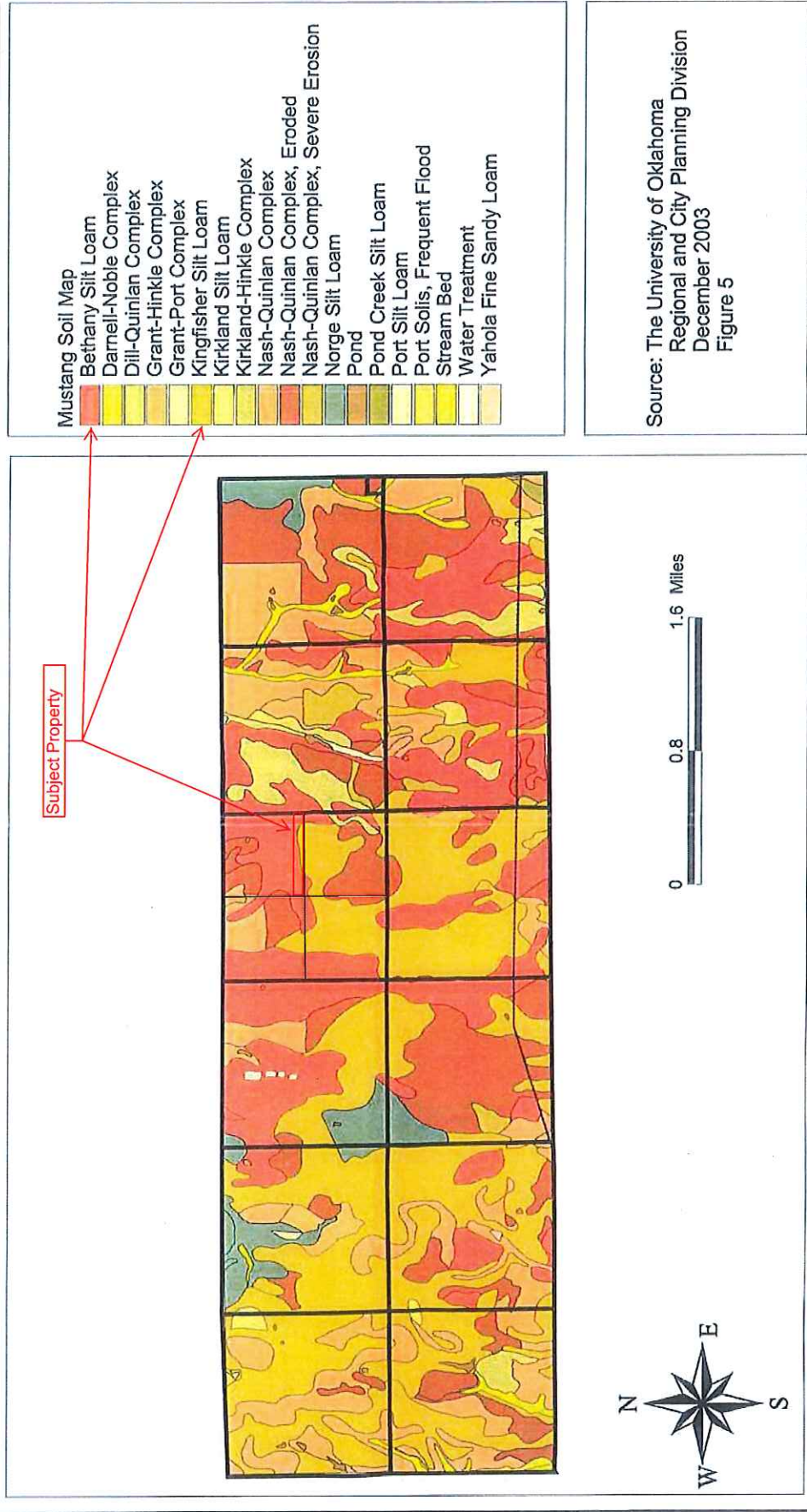
Developmental phasing shall be allowed as a part of the development of this PUD.

11 EXHIBITS

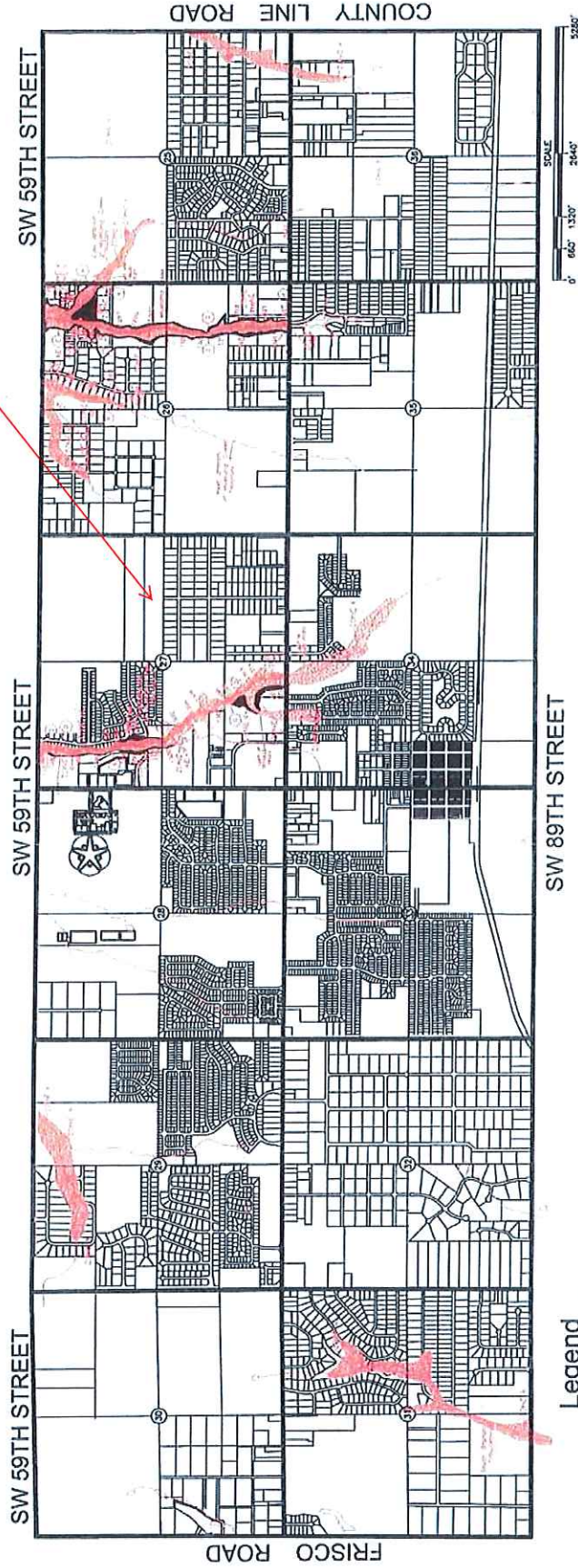
- Exhibit A: Zoning & Utility Atlas Map
- Exhibit B: Soil Map
- Exhibit C: Flood Plain Map
- Exhibit D: Current Zoning Map
- Exhibit E: Long-Range Plan Map 2020

Exhibit F: Master Development Plan

Soils Map City of Mustang, Oklahoma



FLOOD PLAIN MAP CITY OF MUSTANG, OKLAHOMA



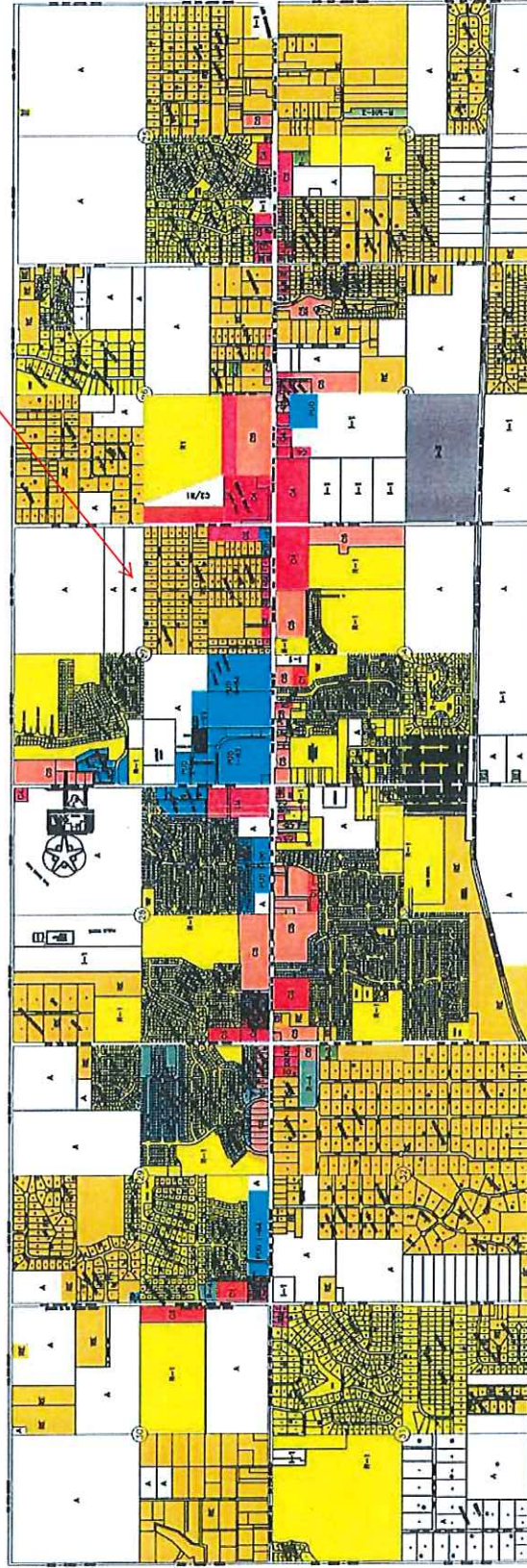
- Legend**
- 500 Year Floodplain
 - 100 Year Floodplain

SCALE
0' 660' 1320' 2640' 3280'

Source: The University of Oklahoma
Regional and City Planning Division
December 2003
Figure 4

CITY OF MUSTANG, OKLAHOMA

ZONING MAP PROPOSED AMENDMENTS



LEGEND

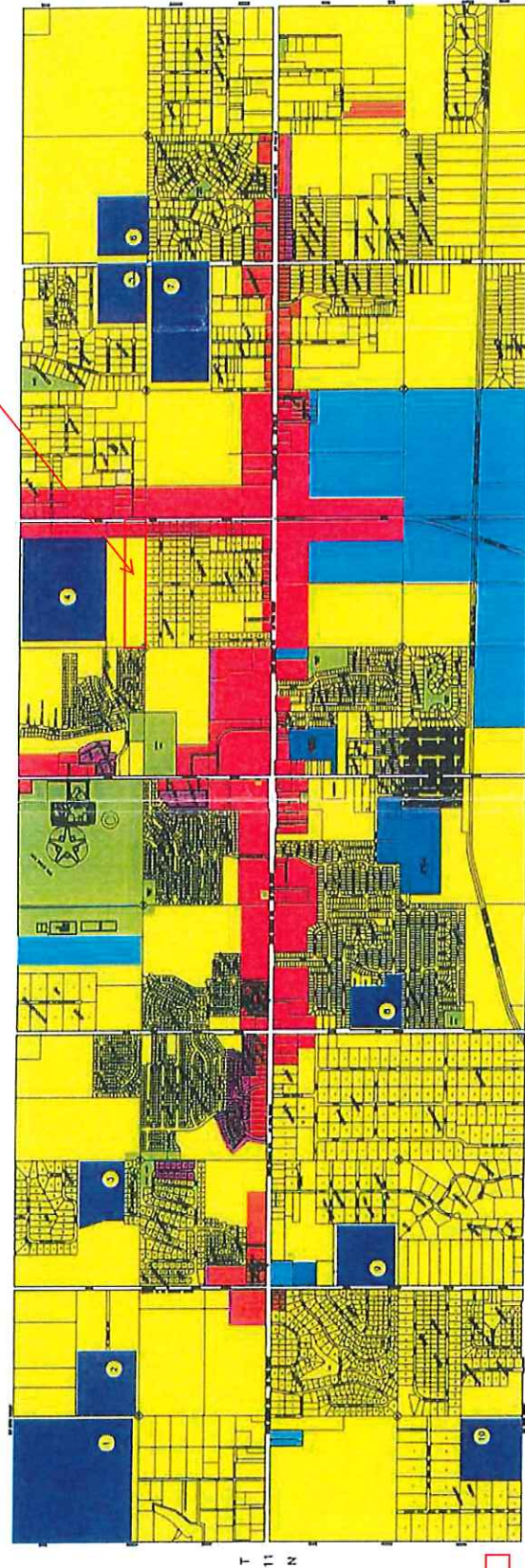
COMMERCIAL	INDUSTRIAL	RESIDENTIAL	OTHER
C1	I-1	R-1	A
C2	I-2	R-2	PUD
C3	I-3	R-3	
C4	I-4	R-4	
C5	I-5	R-5	
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Source: The University of Oklahoma
Regional and City Planning Division
December 2003
Figure 7

CITY OF MUSTANG, OKLAHOMA

THE LONG-RANGE PLAN MAP - 2020 PROPOSED AMENDMENTS

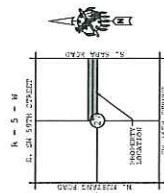


- LEGEND**
- Low Density
 - Medium/High Density
 - Commercial/Retail
 - Mobile Home Park
 - Industrial General
 - City Property
 - Proposed School Site
 - Proposed Sports/Park Area



Source: The University of Oklahoma
Regional and City Planning Division
December 2003
Figure 12

The Reserve at Sara



Project Information:	
Total Number of Gross Acres:	16
Total Number of Lots:	16
Total Number of Open Space Acres:	16
Property Owner/Developer:	Construction, Inc.
Location:	1224 S. Highland Lane
Nearest City:	Murphy, OK 73664
Nearest Highway:	Highway 100
Nearest Airport:	OKA (806) 425-3350
Engineer/Designer:	Engineering, P.C. Inc.
Client/Owner:	Survey of Oklahoma, Inc.
2001 Building Road	
Nearest City:	OKA (806) 425-3350
Nearest Highway:	Highway 100
Nearest Airport:	OKA (806) 425-3350
Nearest City:	OKA (806) 425-3350
Nearest Highway:	Highway 100
Nearest Airport:	OKA (806) 425-3350

TITLE BOUNDARY DESCRIPTION
A CORNER OF LAND IN THE Northwest Quarter (NW 1/4) of Section 26, Township 37N, Range 10E, T8S, R10E, Canadian County, Oklahoma, more particularly described as follows:

Commencing at the Northwest Corner (NWCC) of said Section;
THENCE South 0°11'21" East, along the East line of said section, a distance of 231.70 feet (used - North 231.70") to the Point of Beginning (POB);
THENCE continuing South 0°11'21" East a distance of 410.52 feet (used - North 410.52") to the Southeast Corner (SEC) of said quarter;
THENCE West 93°59'07" East, along the South line of said quarter, a distance of 2655.40' (used - North 2655.40') to the West line of said quarter, a distance of 410.52 feet (used - North 410.52");
THENCE North 0°12'12" East, along the West line of said quarter, a distance of 410.52 feet (used - North 410.52") parallel to the South line of said quarter, a distance of 2655.23 feet (used - North 2654.81") to the point of beginning.

Detailed parcel contains 24.28 Acres (1,397,933.45 Sq Ft.) more or less.

The Eastern 1/2 of the Western 1/2 acre herein reserved for the State under Statutory Right-of-Way, Any alteration of this statutory boundary does not include any party other than the author of such alteration, and no portion of the same shall be subject to entry for taxation until it is released.

The Basin of Sealing for this description is South 0°11'21" East along the East Line of said section.

Mark A. Michle, PLS 11597
JAMES L. HARRIS, JR., PLS 11598-50ME
Recorded 2015-01-06

**PUBLIC HEARING NOTICE OF THE
MUSTANG PLANNING COMMISSION**

On Tuesday, February 23, 2016, beginning at 7:00 p.m. in the Council Chambers at Mustang City Hall located at 1501 N Mustang Road, Mustang, OK 73064, a Public Hearing will be conducted on the following:

NOTICE OF REDISTRICTING

CURRENTLY ZONED: A-1, General Agricultural and Oil and Gas District
REQUESTED ZONING: R-1 PUD, Single Family Residential Planned Unit Development
APPLICATION BY: Civil Design & Survey of Oklahoma, Inc. (Mark A. Ritchie, PE, PLS)
PROPERTY OWNER: Sheppard & Sons Construction, Inc.

GENERAL VICINITY OF PROPERTY: 800-900 Block Sara Road, West Side

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR REZONING:

A tract of land in the Northeast Quarter (NE/4) of Section Twenty-seven (27), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows:

Commencing at the Northeast Corner (NE/C) of said Section;

THENCE South 00°11'21" East, along the East line of said section, a distance of 2231.70 feet (deed ~ South 2231.70') to the Point of Beginning(POB);

THENCE continuing South 00°11'21" East a distance of 410.52 feet (deed ~ South 408.30') to the Southeast Corner (SE/C) of said quarter;

THENCE North 89°58'07" West, along the South line of said quarter, a distance of 2650.10' (deed ~ West 2638.60') to the Center of said section;

THENCE North 00°12'22" East, along the West line of said quarter, a distance of 410.52 feet (deed ~ North 408.30');

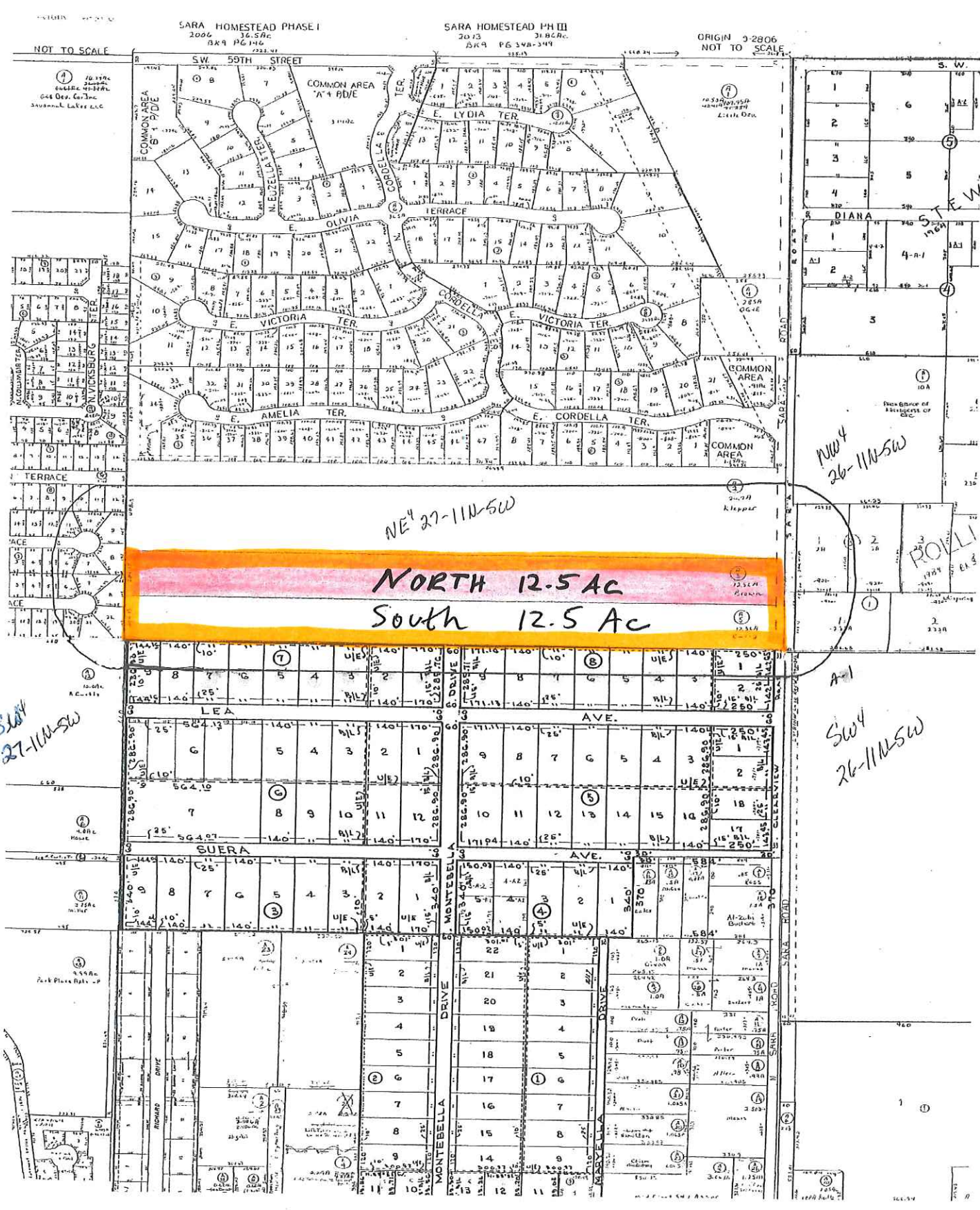
THENCE South 89°58'07" East, parallel to the South line of said quarter, a distance of 2650.23 feet (deed ~ East 2636.80') to the point of beginning.

Described parcel contains 24.98 Acres (1,087,933.45 Sq.Ft.) more or less.

As an interested property owner your comments are invited at the public hearing for or against the request. You may file a written petition and offer oral argument and evidence for or against granting the request.

Please feel free to call the Community Development Department at 376-9873 between 8:30 a.m. and 5:00 p.m. to make inquiries about the application.

Respectfully,
Melissa Helsel, Community Development Director



SARA HOMESTEAD PHASE I
2004 36.5 AC
BX 9 PG 146

SARA HOMESTEAD PH III
2013 31.8 AC
BX 9 PG 348-349

ORIGIN 3-2806
NOT TO SCALE

NOT TO SCALE

NE 27-11N-5W

NORTH 12.5 AC
South 12.5 AC

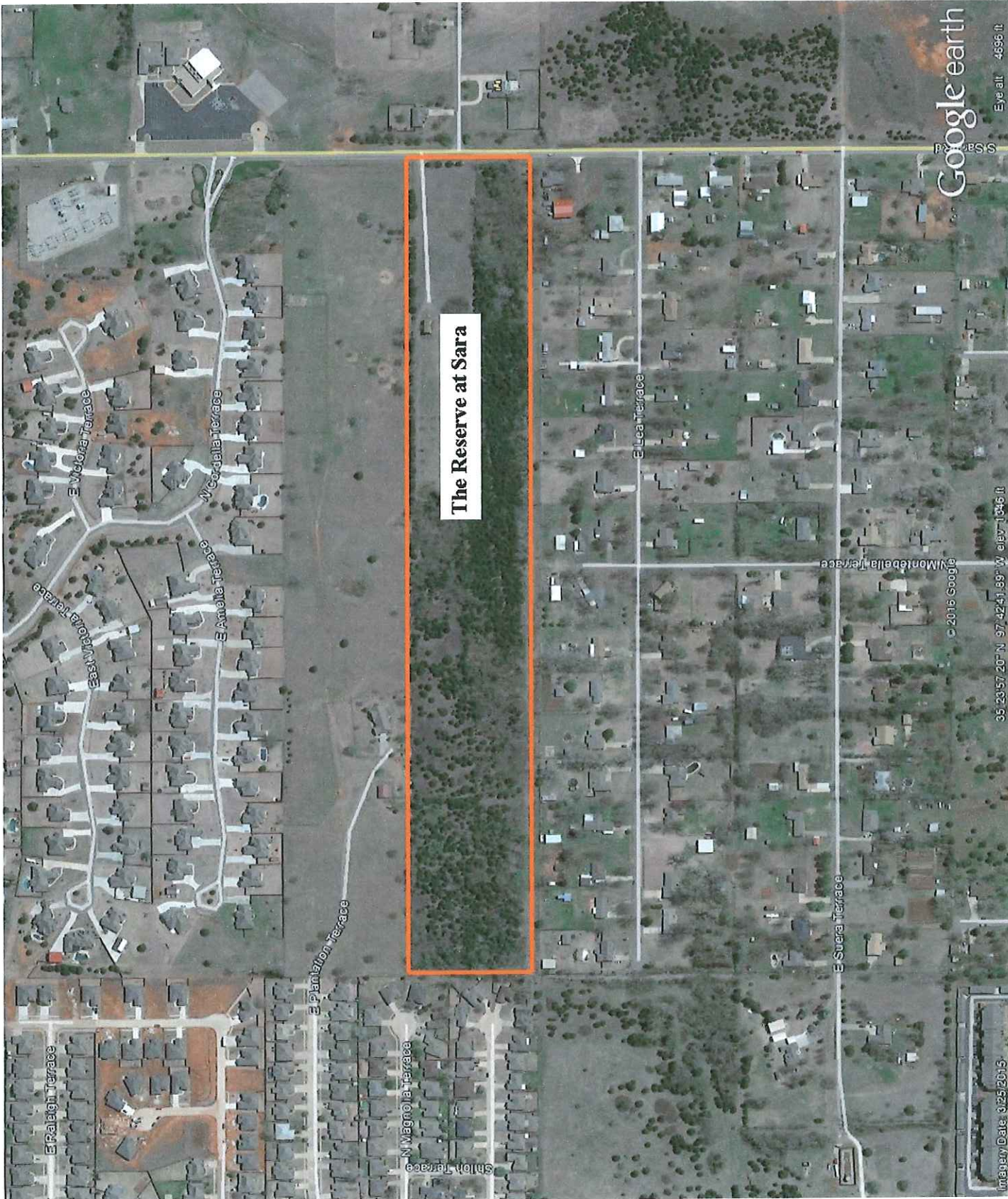
NW 26-11N-5W

A-1

SW 26-11N-5W

SW 27-11N-5W





The Reserve at Sara

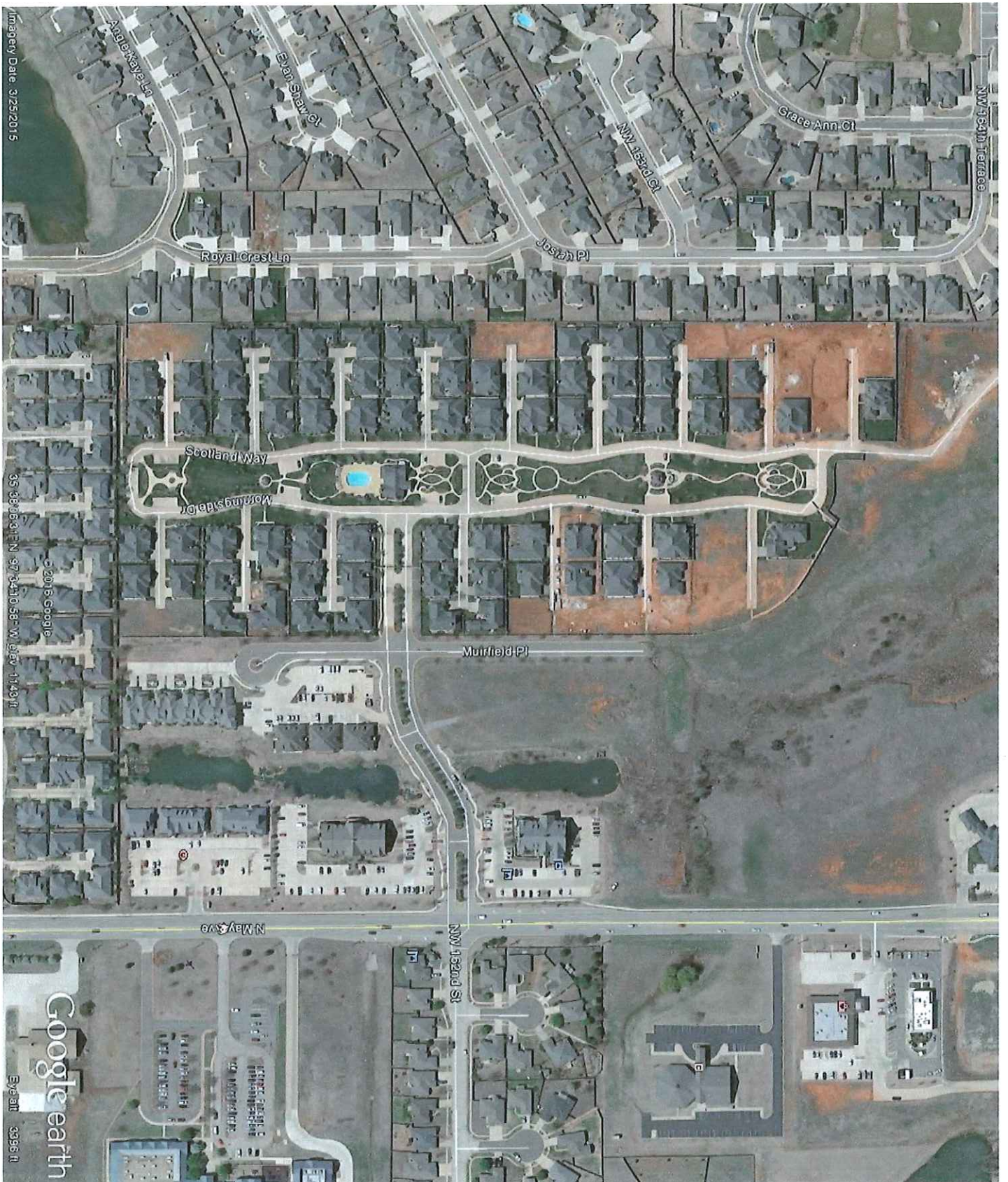


Image Date 3/25/2015

35.381631 N 97.841058 W Q1V 114311

© 2016 Google

Google earth

Eye Alt 3396 ft

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 **02/16/16** MIA Minutes
- *2. Claims List for **FY '16**
- *3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.

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
FEBRUARY 16, 2016**

The Mustang Improvement Authority met in regular session on Tuesday, February 16, 2016, 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 Thursday, February 11, 2016, at 4:55 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 **7:34 p.m.**

B. ROLL CALL

Trustees Present: Riley
Grider
Jones
Hagan
Schweinberg
Adams

Trustees Absent: Staples

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **02/02/16** MIA Minutes
- *2. Claims List for **FY '16**

MOTION was made by **Trustee Grider**, seconded by **Trustee Schweinberg**, to approve Items D-1 thru D-2 of the Consent Agenda.

AYE: Riley, 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 Bids for Project Labeled Mustang Water Tower Improvements.

MOTION was made by **Mayor Adams**, seconded by **Councilman Schweinberg**, to Accept Bids from Classic Protective Coating, Elite Towers Inc., Tankez Coatings Inc., and Utility Service Co. Inc., excluding the bid from Luckinbill, for the Project Labeled Mustang Water Tower Improvements.

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

NAY: None

- *2. **Discussion, Consideration and Possible Action** regarding Awarding Bid for Project Labeled Mustang Water Tower Improvements.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Riley**, to Award the Bid for Project Labeled Mustang Water Tower Improvements to the low bidder, Elite Towers, Inc., at the base bid amount of \$255,299.

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

NAY: None

G. ADJOURNMENT

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

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

NAY: None

Meeting was adjourned at **7:35 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						
16-0124	01-B0024	BANCFIRST	2009 BOND PAYMENT	3/2016	201602232632	21,939.69
16-0791	01-B0024	BANCFIRST	2013 BOND PAYMENT	3/2016	201602232631	95,168.25
16-1286	01-C0006	COMPUTER SUPPLIES & SERVICE	UTILITY BILLS/CUTOFF NOTI	2/2016	23961	2,636.20
16-0038	01-E0043	EMSA	AMBULANCE ASSESSMENT	3/2016	201602232639	36,909.00
16-0010	01-I0015	TYLER TECHNOLOGIES, INC	WEBSITE FEES, U.B., COURT	2/2016	025-148256-	192.00
16-0646	01-M0210	MUSTANG IMPROVEMENT	TRANSFER CIP FEE TO MIA	3/2016	201602232635	30,000.00
16-0400	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	3/2016	201602232637	3,125.00
16-0845	01-S0258	TRAVIS E. GROOMS	IRRIGATION SYSTEM	2/2016	3292	6,250.00
DEPARTMENT TOTAL:						196,220.14
DEPARTMENT: 72 WATER						
16-1439	01-00055	OG&E COMPANY	ELECTRIC SERVICE	2/2016	201602232628	1,276.77
DEPARTMENT TOTAL:						1,276.77
DEPARTMENT: 75 SEWER						
16-1441	01-00010	ONE GAS, INC.	GAS TRANSPORTATION CHG	2/2016	201602232645	234.35
16-1449	01-00010	ONE GAS, INC.	GAS USAGE	2/2016	201602232626	54.73
16-1470	01-00055	OG&E COMPANY	ELECTRIC SERVICE	2/2016	201602232650	68.82
DEPARTMENT TOTAL:						357.90
DEPARTMENT: 78 SANITATION						
16-0039	01-00121	O.E.M.A.	MONTHLY SANITATION	2/2016	48005	79,097.42
DEPARTMENT TOTAL:						79,097.42
FUND TOTAL:						276,952.23
GRAND TOTAL:						325,489.33