

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Ken McGee, Pastor, The Bridge Assembly of God

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 **09/01/15** City Council Minutes.
2. Approval of **09/08/15** City Council Minutes.
- *3. Claims List for **FY'15**
- *4. Claims List for **FY'16**
5. Approval of **Resolution No. 16-014** Making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$1,000.
6. Approval of **Oklahoma Highway Safety Grant** AL-15-03-03-01 for Targeting Impaired Driving to Reduce Alcohol Related Crashes.
- *7. Acknowledgement of **Receipt of DEQ Permit** No. SL000009150385 to construct Sanitary Sewer Lines and Appurtenances for Hunter's Springs Addition, Phase I.

G. INFORMATION/REPORTS

1. City Manager
Included in Agenda Packet

2. City Council

- a. Approval of **Proclamation** Declaring September 17th through September 23rd as "**Constitution Week**".
- b. Appointment of **Jan Flippin** to the **Mustang Leisure Services Board** for Ward 5.
- c. Appointment of **Bob Wilson** to the **Mustang Leisure Services Board** for Ward 6.

H. **DISCUSSION ITEMS**

1. **Discussion, Consideration and Possible Action** regarding Approval or Denial of Variance to Drainage Ordinance for Cedar Springs Industrial Park II.

J. **CITY ATTORNEY'S REPORT**

1. **Discussion, Consideration and Possible Action** regarding Phillips, Coventon, Quillian & Banner, PLLC v. City of Mustang, Oklahoma ex rel. Mustang Police Department and Chuck Foley, Chief of Police, Case No. CV-2015-129, District Court, Canadian County, Oklahoma; and, **Proposed Executive Session as authorized by 25 Okla. Stat. §307(B)(4).**
2. **Discussion, Consideration and Possible Action** regarding John E. Gatliff II and Joetta D. Gatliff vs City of Mustang, Oklahoma, et al., Case No. CJ-2015-217, District Court, Canadian County, Oklahoma; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(B)(4).**

K. **ADJOURNMENT**

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

**MUSTANG CITY COUNCIL
SEPTEMBER 1, 2015**

The Mustang City Council met in regular session on Tuesday, September 1, 2015, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Friday, August 28, 2015, at 11:45 a.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 (Ken McGee, Pastor, The Bridge Assembly of God)

Pastor McGee led the assembly in the Pledge and Invocation. He stated he had been with the church for eight years and last Sunday, had over 1400 people in attendance stating over \$1 Million dollars had been given in the past year which helps ministry programs, but also helps the community.

C. ROLL CALL

Councilmembers Present:	Riley
	Staples
	Hagan
	Schweinberg
	Adams

Councilmembers Absent:	Grider
	Jones

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

None.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

City Manager Rooney requested Agenda Item J.1. "City Attorney's Report" be deleted from the agenda.

F. CONSENT AGENDA

1. Approval of **08/18/15** City Council Minutes.
- *2. Claims List for **FY'15**
- *3. Claims List for **FY'16**
- *4. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.

5. Approval of **Resolution No. 16-005** Making Changes in the Library Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$6,701.
6. Approval of **Resolution No. 16-006** Making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$100,109.
7. Approval of **Resolution No. 16-007** Making Changes in the Park Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$91,050.
8. Approval of **Resolution No. 16-008** Making Changes in the Library Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$6,040.
9. Approval of **Resolution No. 16-009** Making Changes in the Traffic Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$7,000.
10. Approval of **Resolution No. 16-010** Making Changes in the GO Bond – Baseball Complex Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$40.
11. Approval of **Resolution No. 16-011** Making Changes in the Street/ Drainage Improvement Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$80,000.
12. Approval of **Resolution No. 16-012** Making Changes in the Limited Purpose Fund Budget by Making a Supplemental Appropriation to Increase the 2015-2016 Fiscal Year Budget by \$383,410.
13. Approval to **Deny Tort Claim** by Wesley Law, Date of Incident November 7, 2014, in the Amount of \$975.00.
14. Approval of **Proclamation** declaring Saturday, October 31, 2015, as "Trick or Treat" night.
15. Approval of **Retirement** from Oklahoma Municipal Retirement Fund (OMRF) for Mary Jo Kappes, Court Clerk and Deputy City Clerk.
- *16. Acknowledgement of **Receipt of DEQ Permit** No. ST000009150520 for the Wastewater Treatment Plant Minor Modifications Project.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Hagan**, to approve Items F-1 thru F-16 of the Consent Agenda.

AYE: Riley, Staples, Hagan, Schweinberg, Adams
NAY: None

G. INFORMATION/REPORTS

1. City Manager

City Manager Rooney advised City Offices would be closed on Monday, September 7th, for the Labor Day holiday.

2. City Council

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

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

Councilwoman Staples stated the intersection at SW 50th Street and Sara Rd was pitted out and getting worse.

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

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

Mayor Adams stated the chart included in the City Manager's report, "*Funding the Gap*", clearly shows the challenges Oklahoma municipalities face and the differences Oklahoma municipalities have as compared with the rest of the United States. He stated OML and ACOG were lobbying to address the problems. He also stated he was looking forward to Western Days and invited Council to hand out candy during the parade.

H. DISCUSSION ITEMS

- 1. First Reading and Setting Date for Consideration of Ordinance No. 1131** of the City of Mustang, Oklahoma, Amending Chapter 90, of the Code of Ordinances of the City of Mustang, Oklahoma, by Adding Section 90-6, Partially Vacating an Easement Dedicated to the City of Mustang, which Easement is Located in Lot 53, Block 5 of Hunter's Glenn Phase 3, an Addition to the City of Mustang, Canadian County, Oklahoma, According to the Recorded Plat Thereof, as more Particularly Described in the Ordinance; Declaring Repealer; and Providing for Severability.

City Manager Rooney stated this item was for the initial reading only as required by Municipal Code for the request to partially vacate an easement. He stated Staff recommends the October 6, 2015, meeting be set as the date for final consideration.

City Attorney Miller read the Ordinance in its entirety.

Councilwomen Hagan and Staples stated they were against granting the partial vacation of easement.

Miller stated discussion for this item should be held at the October 6, 2015, meeting.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Staples**, to set the October 6, 2015 City Council Meeting as the Date for Final Consideration of Ordinance No. 1131.

AYE: Riley, Staples, Hagan, Schweinberg, Adams

NAY: None

2. **Discussion, Consideration and Possible Action** regarding Approval of **Resolution No. 16-013**, a Resolution of the City Council of the City of Mustang, Oklahoma, Designating Wreckers to be Used when Impounding Vehicles, Creating a Wrecker Rotation System and Imposing Requirements for Providing Wrecker Services when requested by the City of Mustang.

City Manager Rooney stated prior to August, 2015, there was not a need for a wrecker rotation in Mustang since there was only one wrecker service. He stated Jim Winkelman with Bronco Towing, LLC recently made notice to Mustang Police that he had established business in Mustang and requested to be added to the Mustang wrecker rotation per statute, O.S. 47§72-952.

Rooney stated this request necessitated a municipal resolution to establish a "Wrecker Rotation" for the City of Mustang.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Staples**, to Approve **Resolution No. 16-013**, a Resolution of the City Council of the City of Mustang, Oklahoma, Designating Wreckers to be Used when Impounding Vehicles, Creating a Wrecker Rotation System and Imposing Requirements for Providing Wrecker Services when requested by the City of Mustang

AYE: Riley, Staples, Hagan, Schweinberg, Adams

NAY: None

- *3. **Discussion, Consideration and Possible Action** regarding Approval of Contract and Bonds for Project Titled Meadow Lane Sanitary Sewer Rehabilitation.

City Manager Rooney stated the Meadow Lane Sanitary Sewer Rehabilitation project will repair ½ mile of sewer line and rehabilitate the existing manholes located along Meadow Lane. He stated Cowan Group designed plans on the project and bids were opened on August 13th, with the lowest bidder being Krapff Reynolds Construction in the amount of \$82,380 with the project awarded at the August 18th City Council meeting. **Rooney** stated Staff recommends approval of the contract and bonds.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Staples**, to Approve the Contract and Bonds for Project Titled Meadow Lane Sanitary Sewer Rehabilitation.

AYE: Riley, Staples, Hagan, Schweinberg, Adams
NAY: None

J. CITY ATTORNEY'S REPORT

The following item was removed from the Agenda under "E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA".

1. **Discussion, Consideration and Possible Action** of Phillips, Coventon, Quillian & Banner, PLLC v. City of Mustang, Oklahoma ex rel. Mustang Police Department and Chuck Foley, Chief of Police, Case No. CV-2015-129, District Court, Canadian County, Oklahoma; and, **Proposed Executive Session as authorized by 25 Okla. Stat. §307(B)(4).**

K. ADJOURNMENT

MOTION was made by **Councilwoman Staples**, seconded **Councilman Riley** to adjourn.

AYE: Riley, Staples, Hagan, Schweinberg, Adams
NAY: None

The meeting was adjourned at **7:17 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

**MUSTANG CITY COUNCIL
SEPTEMBER 8, 2015
SPECIAL MEETING**

The Mustang City Council met in a Special Meeting on Tuesday, September 8, 2015, at 6:30 p.m. at the Mustang Town Center, 1201 N. Mustang Road, Banquet Hall B, Mustang, Oklahoma. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Thursday, September 3, 2015, at 2:50 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Mayor Adams called the meeting to order at 6:30 p.m.

B. ROLL CALL

Councilmembers Present:	Riley
	Staples
	Grider
	Hagan
	Schweinberg
	Adams

Councilmembers Absent:	Jones
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C. DISCUSSION ITEMS

1. **Discussion** regarding Drainage Easements in Subdivisions.

City Manager Rooney provided handouts providing mapping and pictures of drainage areas for Shannon Place Addition, Savannah Lakes Addition, Hunters Crossing Addition, Twinbrook Addition, and Castle Rock Addition stating in all of these additions, the drainage areas are either owned by the Homeowner Association (HOA) or private property owners. He stated these additions were the ones the City hears from the most regarding drainage issues.

Councilman Grider stated he had been working with church groups regarding "Serve the 'Stang" on September 28th where church youth groups could take on one or more of the additions as a project to serve the community. He stated after review of the different subdivisions, the group felt they could commit to cleaning up the drainage areas at Hunters Crossing.

Rooney stated that would leave four additions in various stages needing work. He stated Staff was waiting to hear from the youth groups and then could get estimates regarding the cost to clean up the other four additions. **Rooney** stated this was not the City's problem to resolve as it is not City property; however, the City could clean it this once, but would recommend it be placed on City Council agenda stating the City would not maintain again and make clear all parties understand. He stated it would need to be an official action, be clear, concise and on record – especially since there appears to be unofficial actions in the past when dealing with this problem.

Discussion was held when, if the Council decides to take this action, the work could be performed with it being stated it would need to occur after growing season was over.

Rooney stated it would all have to be agreed to by the HOAs and/or private property owners or no work will be performed with it being stated whoever is owner of the properties would have to sign the agreement.

Other discussion included continuous maintenance needing to be performed on the drainage areas by the property owners once the clean up was complete and ways to make sure if property changes hands, the new property owners understand the clean up was a one-time thing.

Discussion was held regarding the estimated cost to clean up the additions with it being stated some additions are worse than others and would require more labor, equipment and time. **Rooney** stated an initial estimate could be obtained from Silver Star Construction in order to get an idea of the cost and go from there.

It was asked if it was a common practice for developers to plan this way with **Rooney** stating he had never seen a situation, especially like Shannon Place and Castle Rock Additions, where the responsibility for property on the other side of the ditch belong to the property owners. He stated Staff had recommended not to do this, but was still approved. Another question was whether or not it could be prevented in future developments with **Rooney** stating Council could prevent it.

Councilman Riley asked if there was something in place where the City could monitor to make sure the homeowners or HOA maintain the property.

Rooney stated Code Enforcement does monitor and writes citations stating if the problem is not resolved, there were graduated steps that occur such as liens placed on the property.

Discussion was held regarding whether or not the City could take ownership of the drainage areas. **Rooney** stated if it is private property, every property owner would have to transfer their property and would cost a lot of money including legal fees and filing fees.

Councilman Schweinberg stated depending on the estimate, the City may not have the funds to clean the additions or it may have to be done in steps.

Assistant City Manager Battles stated that some areas may just need cleaned out, where other areas also have concrete damage, erosion, etc., and due to liability, that type of repair could not be performed by the City.

Rooney stated Staff would obtain an estimate from Silver Star Construction and prioritize based on impact and bring to Council. He also stated for everyone to remember this come budget time next year when Staff requests to implement a Stormwater Management Fee stating no matter where a person lives, the water must drain somewhere and a funding mechanism must be identified.

Other discussion included the bridge area at Shannon Place Addition owned by the City needing maintained in order for the HOA to maintain next to it and when that might be completed with it being stated it was being looked at now and would be completed soon.

2. **Discussion** regarding Texting Application for the City of Mustang.

Assistant City Manager Battles stated the City was rolling out a new texting application (app) where notices from the City such as emergency situations, utility information, and additional updates, could be forwarded via text. He stated this application would replace the Blackboard Connect notice and was part of the City of Mustang app rolled out earlier stating this would save the City a little money.

Battles stated the app had unique capabilities such as Geo settings and mobile alerts specific to emergency personnel and City staff. He stated directions to obtain the texts were listed on the City's website and information would be provided to the newspapers to get the information out to the public.

Discussion was held regarding if the school was involved with it being stated no, as they have a direct line with emergency personnel.

Other discussion included whether or not the City of Mustang app had to be installed to receive the texts with it being stated no. It was also discussed as to whether or not a person could report code violations via the app with it being stated yes, through the "Submit a Problem or Question" feature.

3. **Discussion** regarding Beautification Meters.

City Manager Rooney stated in the July Work Session, Staff presented information regarding beautification meters and free water provided as part of that policy. Council requested Staff come up with a solution for no longer providing free water in regards to the existing meters.

Rooney stated through research, it was found beautification meters was never a policy adopted by the City Council but rather a provision provided by prior administration(s) stating with that information in mind, the City no longer provides beautification meters with the accompanying 50,000 gallons of free water. He stated all water consumption for new beautification meters will now be billed to the responsible developer or HOA.

Rooney stated in regards to the existing free beautification meters, Staff proposes the following phase out plan:

As of January 1, 2016 – Reduce the amount of free water to 25,000 gallons per month (50% reduction);

As of January 1, 2017 - Reduce the amount of free water to 12,500 gallons per month (75% reduction);

As of January 1, 2018 – There would be no more free water

Rooney stated in the event an HOA or developer no longer wishes to be responsible for the balance of water consumed after January 1, 2016, the water meter would be removed. He stated Staff intends to notify the responsible party we have on record for each beautification meter by the end of September unless concerns are expressed by Council. He provided a list of the existing beautification meters.

Mayor Adams and **Councilman Schweinberg** asked if the phase out had to be that long and would favor reducing the amount of free water by 50% at January 1, 2016, then at January 1, 2017, no longer provide free water.

Councilman Grider asked if there were any liability or legal issues.

City Attorney Miller stated since it was not a formal action by City Council, there would not be any legal issues.

Other discussion was held regarding if any one meter ever used the full 50,000 gallons with it being stated no; however, collectively in a subdivision, over 50,000 gallons have been used.

E. UPDATE ON MANAGEMENT RELATED ISSUES

City Manager Rooney provided information on the following topics:

- Information regarding an OMAG sponsored training for Elected Officials to be held in Tuttle;
- Western Days parade information and instructions;
- Update on IT Services RFP;
- Information regarding an item on the upcoming City Council meeting regarding a request by a developer to deviate from drainage requirements stating Staff does not recommend approval.

**MUSTANG CITY COUNCIL
SEPTEMBER 8, 2015
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F. ADJOURNMENT

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

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

NAY: None

The meeting was adjourned at **7:22 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

9/10/2015 2:33 PM

PURCHASE ORDER CLAIM REGISTER

PAGE: 1

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 18 TOWN CENTER						
15-0044	01-A0122	ALLIANCE MAINTENANCE, INC	DEPARTMENT CLEANING	6/2015	72156	2,092.00
DEPARTMENT TOTAL:						2,092.00
DEPARTMENT: 20 AQUATICS						
15-2216	01-M1000	MAZZIO'S PIZZA	PIZZAS FOR POOL CONCESSIO	6/2015	235754-	26.08
DEPARTMENT TOTAL:						26.08
FUND TOTAL:						2,118.08

FUND: 05 - PARK IMPROVEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
15-0202	01-K0009	KIDS PLACE DESIGNS	PLAYGROUND WOOD MULCH	6/2015	0715	2,581.00
15-1445	01-S0258	SPRINKLER WORKS	REPAIR BASEBALL LIGHTS	6/2015	2703	561.50
DEPARTMENT TOTAL:						3,142.50
FUND TOTAL:						3,142.50

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 MAYOR AND COUNCIL						
16-0591	01-C0108	COWAN GROUP	ENGINEERING SERVICES	9/2015	201509091814	1,236.00
16-0539	01-00069	OK MUNICIPAL LEAGUE	MAYOR/COUNCIL MEMBERSHIP	9/2015	201509081796	305.00
16-0017	01-W0001	WHEATLEY, SEGLER, OSBY & MILEGAL SERVICES		9/2015	201509101824	7,205.97
DEPARTMENT TOTAL:						8,746.97
DEPARTMENT: 11 CITY MANAGER						
16-0021	01-A0122	ALLIANCE MAINTENANCE, INC	JANITORIAL SERVICES	9/2015	74247	880.00
16-0256	01-I0104	INVESTIGATIVE CONCEPTS, INC	BACKGROUND EMPLOY. CHECK	9/2015	101541	69.50
16-0035	01-M0001	MUSTANG NEWS CORPORATION	LEGAL PUBLICATIONS	9/2015	BID NOTICE	154.57
16-0364	01-M0001	MUSTANG NEWS CORPORATION	AD FOR EMPLOYEES	9/2015	61021-001	60.00
16-0537	01-M0001	MUSTANG NEWS CORPORATION	ADS FOR JOB OPENINGS	9/2015	201509081784	52.50
16-0036	01-M0234	MUSTANG TIMES	LEGAL PUBLICATIONS	9/2015	MT95478	181.36
16-0538	01-M0234	MUSTANG TIMES	ADS FOR JOB OPENINGS	9/2015	201509081783	98.00
16-0257	01-P0098	PREMIER SOURCE	BENEFIT/HR CONSULTING FEE	9/2015	201509081782	2,083.25
16-0603	01-R0132	TIM ROONEY	PER DIEM FOR ICMA CONFERE	9/2015	201509101823	280.00
16-0567	01-S0093	SMART TECHNOLOGIES INC	MONITOR FOR CITY MGR.	9/2015	716653	200.47
16-0255	01-V0106	VALIR OUTPATIENT CLINIC	MANPRE-EMPLOYMENT DRUG SCREE	9/2015	201509081781	25.00
16-0017	01-W0001	WHEATLEY, SEGLER, OSBY & MILEGAL SERVICES		9/2015	201509101824	624.24
DEPARTMENT TOTAL:						4,708.89
DEPARTMENT: 12 LIBRARY						
16-0477	01-A0222	ALLDATA, LLC	AUTO REPAIR DATABASE	9/2015	201509081785	1,500.00
16-0094	01-B1023	BAKER N TAYLOR	BOOKS FOR COLLECTION	9/2015	5013772810	339.91
16-0095	01-B1023	BAKER N TAYLOR	CHILDRENS MATERIALS	9/2015	5013751709	593.40
16-0191	01-F0094	FUELMAN OF OKLAHOMA	FUEL FOR LIBRARY VAN	9/2015	NP45346471A	49.64
16-0495	01-J0060	THE JOURNAL RECORD	ANNUAL SUBSCRIPTION	9/2015	201509091810	189.00
16-0429	01-M0001	MUSTANG NEWS CORPORATION	ANNUAL SUBSCRIPTION	9/2015	201509081790	18.00
16-0366	01-O0145	THE OKLAHOMAN	SUN-SAT SUBSCRIPTION	9/2015	201509081797	299.00
16-0531	01-S1002	STERLING J. BEECROFT, LLC	GROUND COMPUTER RACK	9/2015	3178	200.00
16-0428	01-W0016	WALL STREET JOURNAL	ANNUAL SUBSCRIPTION	9/2015	201509081801	413.40
16-0267	01-W0033	WARRANTEE CARPET CLEANING,	CARPET CLEANING IN LIBRAR	9/2015	21180	545.00
16-0275	01-W0033	WARRANTEE CARPET CLEANING,	CARPET CLEANING IN EDUCAT	9/2015	21180A	215.00
DEPARTMENT TOTAL:						4,362.35

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 13 PARKS AND RECREATION						
16-0007	01-A0114	PHIL & HELEN SCHUMINSKY	MUSSTORAGE SERVICES	9/2015	201509081786	87.00
16-0059	01-A0131	JAMES HILLIS	PORTABLE RESTROOMS	9/2015	13700	344.00
16-0585	01-A0131	JAMES HILLIS	PORTABLE RESTROOMS	9/2015	13764A	41.00
16-0586	01-A0131	JAMES HILLIS	PORTABLE RESTROOMS	9/2015	13764	450.00
16-0081	01-B0196	BUILDING MINDS, LLC	UGO PROGRAM FOR CAMP	9/2015	171	150.00
16-0323	01-B1019	BEN E KEITH FOOD SERVICE	ASP SNACKS / CUPS	9/2015	62815143c	298.28
16-0152	01-F0078	FIRST CHOICE COFFEE	COFFEE FOR TOWN CENTER	9/2015	120567	142.55
16-0222	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	9/2015	NP45346D	565.71
16-0552	01-K0128	LISA KENEDA	REFUND DUE TO CLOSURE	9/2015	201509081789	150.00
16-0556	01-M0286	JIMANI VENTURES, INC	OIL CHANGES	9/2015	233846	25.99
16-0593	01-O0035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091812	3,905.53
16-0553	01-O0055	OG&E COMPANY	ELECTRIC SERVICES	9/2015	201509081794	27.94
16-0352	01-R0158	RC SYSTEMS, INC	SCANNER, KEY TAG	9/2015	16510	1,825.00
16-0508	01-S0004	S&S WORLDWIDE, INC	CRAFTS, WATER BOTTLES, ET	9/2015	8742067	359.22
16-0529	01-S1002	STERLING J. BEECROFT, LLC	REPAIR TO RESTROOM	9/2015	3175	689.00

DEPARTMENT TOTAL: 9,061.22

DEPARTMENT: 15 GENERAL GOVERNMENT						
16-0007	01-A0114	PHIL & HELEN SCHUMINSKY	MUSSTORAGE SERVICES	9/2015	201509081786	230.00
16-0019	01-F0078	FIRST CHOICE COFFEE	COFFEE SERVICE	9/2015	120566	33.70
16-0593	01-O0035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091812	812.54
16-0543	01-O1177	OK TAX COMMISSION	SALES TAX PAYABLE	9/2015	201509081776	1,226.61
16-0029	01-S0173	STANDLEY SYSTEMS	COPIER LEASE/USAGE	9/2015	531441	1,925.73

DEPARTMENT TOTAL: 4,228.58

DEPARTMENT: 16 TRANSFERS						
16-0601	01-L0045	LIMITED PURPOSE FUND	SALES TAX TRANSFER	9/2015	201509091819	1,782.95
16-0599	01-M0210	MUSTANG IMPROVEMENT	SALES TAX TRANSFER	9/2015	201509091821	417,829.54
16-0211	01-S0205	STREET IMPROVEMENT FUND	MONTHLY TRANSFER	9/2015	201509081779	26,000.00

DEPARTMENT TOTAL: 445,612.49

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 18 TOWN CENTER						
16-0445	01-A0060	CHARRICK ASSOCIATES	REPLACE DOOR HANDICAP	9/2015	f75736	175.00
16-0065	01-A0110	ALL SEASON BUILDING SUPPLY, TOOLS & SUPPLIES		9/2015	37650	32.06
16-0408	01-A0110	ALL SEASON BUILDING SUPPLY, TOOLS & SUPPLIES		9/2015	39688	35.63
16-0053	01-A0122	ALLIANCE MAINTENANCE, INC	CLEANING OF TOWN CENTER	9/2015	74246	8,966.22
16-0297	01-C0098	COMMERCIAL SERVICES CORPORADIAGNOSE & REPAIR HVAC		9/2015	17166	700.00
16-0446	01-G0046	THE GLASS DOCTOR-OKC	REPAIR BROKEN WINDOW	9/2015	2-55777	473.65
16-0068	01-L0052	LOCKE SUPPLY COMPANY	LIGHT BULBS & BALLASTS	9/2015	26700488-00	135.23
16-0416	01-M0128	MAC FIRE SYSTEMS, INC	FIRE MONITORING	9/2015	100978	1,562.00
16-0558	01-M0128	MAC FIRE SYSTEMS, INC	SERVICE ALARM EQUIPMENT	9/2015	100954	956.00
16-0593	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091812	12,921.62
16-0492	01-S0258	SPRINKLER WORKS	REPAIR SPRINKLER SYSTEM	9/2015	2942	1,095.92
16-0276	01-S1165	INTERLINE BRANDS, INC	LIGHTS, TRASH BAGS, SUPPL	9/2015	345033468	450.24
DEPARTMENT TOTAL:						27,503.57
DEPARTMENT: 19 BALL COMPLEX						
16-0114	01-A0110	ALL SEASON BUILDING SUPPLY, ITEMS FOR SPORTS COMPLEX		9/2015	37459	155.68
16-0462	01-B0061	BEACON ATHLETICS	STREAMLINE CHALKER, POLES	9/2015	0449494-in	580.00
16-0325	01-B1019	BEN E KEITH FOOD SERVICE	FOOD FOR CONCESSIONS	9/2015	62844652	2,035.14
16-0387	01-B1026	B&C APPAREL	SHIRTS FOR LEAGUES	9/2015	29878	1,406.00
16-0221	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	9/2015	NP45346471C	510.80
16-0534	01-G0108	GOLF CART CENTER, INC	REPAIR TO GOLF CART	9/2015	4909	178.95
16-0073	01-I1119	STEPHEN WHOLESALE CO, INC.	FOOD FOR CONCESSIONS	9/2015	6351272	635.51
16-0394	01-I1119	STEPHEN WHOLESALE CO, INC.	FOOD FOR CONCESSIONS	9/2015	6356566	254.07
16-0593	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091812	1,278.94
16-0572	01-00055	OG&E COMPANY	ELECTRIC SERVICE	9/2015	201509081792	174.19
16-0072	01-P0144	BOTTLING GROUP, LLC	BEVERAGES FOR CONCESSIONS	9/2015	31727704	1,432.28
16-0395	01-P0144	BOTTLING GROUP, LLC	DRINKS FOR CONCESSIONS	9/2015	28534013	1,556.54
16-0422	01-P0148	PIONEER EQUIPMENT	ELECTRIC STRIPPER, STARLI	9/2015	565610	990.00
16-0071	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	9/2015	345433932	378.21
16-0471	01-S8858	SHATWELL'S TURF MANAGEMENT	WEED TREATMENT & FERTILIZ	9/2015	201509081798	1,925.00
DEPARTMENT TOTAL:						13,491.31

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 20 AQUATICS						
16-0593	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091812	1,982.88
16-0282	01-S1002	STERLING J. BEECROFT, LLC	REPAIRS @ AQUATICS/T.C.	9/2015	3169	75.00
16-0174	01-S9983	SUNBELT POOLS, INC	CHLORINE & OTHER CHEMICAL	9/2015	17663-1	546.64
DEPARTMENT TOTAL:						2,604.52
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
16-0123	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	9/2015	r423458	26.00
16-0115	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	9/2015	NP45346471	488.03
16-0120	01-01075	OK UNIFORM BUILDING CODE	COLLECTION OF STATE FEES	9/2015	201509081809	400.00
16-0121	01-V0050	CELLCO PARTNERSHIP	CELL PHONE BILL	9/2015	9751066451A	230.42
DEPARTMENT TOTAL:						1,144.45
DEPARTMENT: 41 POLICE						
16-0401	01-01370	STREETS LLC MECHANICAL	CONTREPAIR HVAC	9/2015	46941	370.12
16-0089	01-A0122	ALLIANCE MAINTENANCE, INC	DEPARTMENTAL CLEANING SER	9/2015	74248	1,295.00
16-0090	01-A0122	ALLIANCE MAINTENANCE, INC	CALL-OUT FOR JAIL CLEANIN	9/2015	74805	75.00
16-0104	01-B0151	AUTO PLACE INC.	VEHICLE REPAIRS & PARTS	9/2015	6677	337.28
16-0105	01-D0090	DEPT OF PUBLIC SAFETY	OLETS USER FEES	9/2015	04-1603179	350.00
16-0128	01-F0094	FUELMAN OF OKLAHOMA	FUEL CHARGES	9/2015	NP45346427	4,531.16
16-0486	01-G0015	GALL'S, INC.	PEPPER SPRAY CANNISTERS	9/2015	3956529	308.95
16-0099	01-M0055	SANTIAGO BRENNANS MCDONALD	SPRISONER MEALS	9/2015	4858-4904	287.77
16-0593	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091812	5,706.89
16-0102	01-S0088	SPECIAL OPS UNIFORMS, INC	REPLACEMENT VESTS	9/2015	237619	766.50
16-0358	01-S0088	SPECIAL OPS UNIFORMS, INC	NEW HIRE UNIFORMS	9/2015	237561	1,835.62
16-0093	01-S0206	STOLZ TELECOM, LLC	VEHICLE REPAIRS	9/2015	1362	90.00
16-0568	01-S0206	STOLZ TELECOM, LLC	REMOVE EQUIP. UNIT 204	9/2015	1358	585.00
16-0167	01-T1055	TOWN PLAZA CLEANERS	UNIFORM & JAIL CLEANING	9/2015	201509081800	319.00
16-0166	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	9/2015	9751066451	769.15
16-0493	01-X0003	DESPAIN INC	TOWING UNIT 207	9/2015	43474	150.00
DEPARTMENT TOTAL:						17,777.44

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 42 ANIMAL CONTROL						
16-0128	01-F0094	FUELMAN OF OKLAHOMA	FUEL CHARGES	9/2015	NP45346427	124.75
16-0179	01-L0096	WILLIAM A AND LAURA L RIDLE	LAUNDRY SERVICE FOR ACO	9/2015	7973	297.47
16-0182	01-M0236	MUSTANG VETERINARY HOSP	MO. VETERINARIAN CHARGES	9/2015	201509081791	150.00
16-0166	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	9/2015	9751066451	32.09
DEPARTMENT TOTAL:						604.31
DEPARTMENT: 51 FIRE						
16-0376	01-A0039	A.S.C. INC.	MISC. VEHICLE MAINT. & RE	9/2015	031478	145.57
16-0544	01-A0110	ALL SEASON BUILDING SUPPLY,	MISC. REPAIRS & MAINT.	9/2015	41079	30.35
16-0485	01-B0206	STEVEN ENTERPRISES	REPAIR LAUNDRY ROOM	9/2015	4504	1,050.00
16-0526	01-C1034	CUMMINS SOUTHERN PLAINS, LL	PULLEY TENSIONER E-2	9/2015	020-89812	98.40
16-0374	01-F0094	FUELMAN OF OKLAHOMA	VEHICLE FUEL	9/2015	NP45346470	1,256.95
16-0598	01-N0110	NFPA	NATIONAL FP ASSOC.	9/2015	201509091817	165.00
16-0142	01-N0137	NORTHERN SAFETY, CO	REPAIR SCBA'S	9/2015	901588317	201.88
16-0377	01-O0025	O'REILLY AUTOMOTIVE, INC	VEHICLE MAINT & REPAIR	9/2015	0309-471465	53.88
16-0584	01-O0025	O'REILLY AUTOMOTIVE, INC	MISC. SERVICES & REPAIR	9/2015	0309-473582	41.05
16-0553	01-O0055	OG&E COMPANY	ELECTRIC SERVICES	9/2015	201509081794	1,596.43
16-0578	01-O0166	OK STATE DEPT OF HEALTH -	RENEWAL FEE FOR 2016	9/2015	201509081805	20.00
DEPARTMENT TOTAL:						4,659.51
DEPARTMENT: 61 STREETS						
16-0549	01-C0010	CADDO ELECTRIC CO-OP INC	ELECTRIC SERVICES	9/2015	201509081787	1,647.84
16-0593	01-O0035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091812	980.29
16-0553	01-O0055	OG&E COMPANY	ELECTRIC SERVICES	9/2015	201509081794	9,341.59
16-0572	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	9/2015	201509081792	62.86
16-0604	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	9/2015	201509101822	106.00
DEPARTMENT TOTAL:						12,138.58
FUND TOTAL:						556,644.19

FUND: 05 - PARK IMPROVEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00 ADMINISTRATION						
16-0524	01-B0207	ROBERT BROOKE & ASSOCIATES	PARTITIONS FOR FOOTBALL	9/2015	43939	2,465.00
16-0555	01-H4401	HUNTER PLUMBING	ROUGH IN PLUMBING-FOOTBAL	9/2015	1239	9,026.00
16-0554	01-S1002	STERLING J. BEECROFT, LLC	ELECTRIC WORK @ FOOTBALL	9/2015	3176	8,759.00
16-0564	01-S1002	STERLING J. BEECROFT, LLC	ELECTRICAL SERVICE	9/2015	3177	1,027.00
DEPARTMENT TOTAL:						21,277.00
FUND TOTAL:						21,277.00

FUND: 06 - ENFORCE OF ALCOHOL LAWS

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41 ENFORCE OF ALCOHOL LAWS						
16-0356	01-S0093	SMART TECHNOLOGIES INC	REMOVABLE DISK CARTRIDGE	9/2015	716575	185.23
DEPARTMENT TOTAL:						185.23
FUND TOTAL:						185.23

9/10/2015 2:30 PM

PURCHASE ORDER CLAIM REGISTER

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FUND: 07 - LIBRARY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 07 ADMINISTRATION						
16-0194	01-S0010	SAM'S CLUB	BEVERAGES FOR RESALE	9/2015	201509081799	67.32
DEPARTMENT TOTAL:						67.32
FUND TOTAL:						67.32

FUND: 12 - 2012 GO BOND-TOWN CENTER

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15 ADMINISTRATION						
16-0587	01-M0128	MAC FIRE SYSTEMS, INC	INSTALLATION OF FIRE/MONI	9/2015	101264	450.00
DEPARTMENT TOTAL:						450.00
FUND TOTAL:						450.00

FUND: 39 - LIMITED PURPOSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 12 LIBRARY						
16-0392	01-N1114	NATIONAL BUSINESS FURNITURE	SCREEN MESH CHAIRS	9/2015	CV849107-TDQ	1,040.00
DEPARTMENT TOTAL:						1,040.00
DEPARTMENT: 19 BALL COMPLEX						
16-0490	01-A0292	ACME BRICK COMPANY	BRICK CONCESSION/RESTROOM	9/2015	8463974 RI	11,954.26
16-0464	01-R0158	RC SYSTEMS, INC	CASH DRAWERS, PRINTERS	9/2015	16533	3,140.00
DEPARTMENT TOTAL:						15,094.26
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
16-0452	01-S0093	SMART TECHNOLOGIES INC	NEW COMPUTER TOWER	9/2015	716599	895.26
DEPARTMENT TOTAL:						895.26
FUND TOTAL:						17,029.52

FUND: 69 - RISK MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
16-0580	01-H0150	HUMAN PERFORMANCE CENTER #7	WORKERS COMP CLAIM	9/2015	201509081806	1,329.01
16-0581	01-M0287	MCMC, LLC	WORKERS COMP CLAIM	9/2015	201509081807	112.86
16-0582	01-T024	THE PHYSICIANS GROUP, LLC	WORKERS COMP CLAIM	9/2015	201509081808	114.41

DEPARTMENT TOTAL: 1,556.28

FUND TOTAL: 1,556.28

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. ITEM NO. F-5

2. MEETING DATE: September 15, 2015

3. TITLE:

Discussion, Consideration and Possible Action to Approve Resolution No. 16-014 for a Budget Supplemental in the General Fund for the Fiscal Year 2015-2016.

4. COUNCIL ACTION: Approve/Deny

5. INITIATOR: Janet Watts, Finance Director

6. BACKGROUND:

The Park & Recreation Department received \$1,000 grant from the Oklahoma Arts Council for fiscal year 2016. The monies will be expended on special events.

A supplemental appropriation to increase the General Fund in the amount of \$1,000 to be appropriated in fiscal year 2016.

7. FINANCIAL IMPACT:

8. STAFF COMMENTS:

9. STAFF SOURCE: Jean Heasley, Assistant Parks & Recreation Director

10. ORDINANCE /RESOLUTION NO. 16-014

RESOLUTION NO. 16-014

A RESOLUTION TO MAKE CHANGES IN THE GENERAL FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2015-2016 FISCAL YEAR BUDGET BY \$1,000.

WHEREAS, The Park & Recreation Department received \$1,000 grant from the Oklahoma Arts Council for fiscal year 2016. The monies will be expended on special events;

WHEREAS, the Council desires to appropriate funds;

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

SUPPLEMENTAL APPROPRIATION

Revenues:	
Grants (01-45111)	\$1,000
Expenditures:	
Special Events (01-513-5302)	<u>\$1,000</u>
Total	<u>\$1,000</u>

This is to certify that the above and foregoing Resolution was dully **ADOPTED** and **APPROVED** by the Mayor and City Council this **15th** day of **September 2015**.

Mayor

ATTEST:

City Clerk

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

- 1. ITEM NO.** F-6
- 2. MEETING DATE:** September 15, 2015
- 3. TITLE:** Discussion, Consideration and Possible Action to Approve/Accept Oklahoma Highway Safety Grant AL-15-03-03-01 for Targeting Impaired Driving to Reduce Alcohol Related Crashes, October 2014 thru September 2015
- 4. COUNCIL ACTION:** Approve/Deny
- 5. INITIATOR:** Chuck Foley, Chief of Police
- 6. BACKGROUND:**

The Police Department received transmittal documents of acceptance from the Oklahoma Highway Safety Office awarding grant (AL-16-03-09-02) for Impaired Driving Enforcement in the amount of \$26,500.00 spanning from October 2015 thru September 2016.

The grant will allow the City to have compensation reimbursed, for officers working overtime shifts targeting Impaired Driving Enforcement.
- 7. FINANCIAL IMPACT:** \$26,500.00
- 8. STAFF COMMENTS:** Staff recommends acceptance/approval
- 9. STAFF SOURCE:** Chuck Foley, Police Chief
- 10. ORDINANCE /RESOLUTION NO.**

OHSO Highway Safety Application FFY2016

Organization: Mustang Police Department

OHSO-FFY2016-Mustang PD-00044

Grant Agreement Summary – Part 1

Title of Contract: Mustang Impaired Driving Enforcement

OHSO Project Number: AL-16-03-09-02

Award Amount: \$26,500.00

CFDA Number: 20.6000000

OHSO Project Number:

Award Amount:

CFDA Number:

TOTAL AWARD: \$26,500.00

Project Period: October 1, 2015 – September 30, 2016

Primary Program Area: Impaired Driving

Organization: Mustang Police Department

Address: 650 ESH 152

City: Mustang

State: OK

Zip: 73064

FEI Number: 73-7625218

DUNS Number: 096145024

Project Director: Jeffrey L. Collins

Title: LT

Phone Number: (405) 376-2488

Fax Number: (405) 376-7728

Project Goals:

To reduce the number of alcohol-related KAB crashes in Canadian County by 10%, from 23 in 2013 to 21 in 2016.

Problem Identification:

The City of Mustang has three major highways within its city limits: SH 152, SH 4 and Mustang Rd. A bridge over the Canadian River connects Grady County with Canadian County via S. SH4, which brings commuters through the City of Mustang from as far away as I-35 near highway 9 in Norman. During the morning and evening hours, commuter traffic is moderate to high through this corridor. The City of Mustang has a population of 18,000, a new hospital, numerous new businesses and continues to expand. Traffic safety continues to be a major concern due to the amount of traffic that travels through the city on a daily basis. DUI arrests have increased from 48 in 2010 to 108 in 2013. According to data provided by the OHSO, Canadian County reported 250 total KAB crashes and 23 alcohol-related KAB crashes in 2013. Funding for overtime would allow officers to concentrate their efforts on impaired driving enforcement without having to answer regular calls for service.

Project Description:

The Mustang Police Department will implement activities in support of state and national highway safety goals and target violations that contribute to the causes and or severity of KAB crashes. Overtime assignments will target appropriate areas based on crash reports, crime analysis and citizen complaints. Priority will also be given to specific days/times of the week where alcohol related crashes and DUI arrests occur. Enforcement efforts will include city-wide saturation patrols, traffic safety checkpoints and DUI checkpoints. The Mustang Police Department will conduct outreach programs with area partners, including participation in the Statewide Impaired Driving Enforcement Teams. Officers will conduct monthly public information and education activities informing the public about traffic safety efforts and other related information.

This grant is subject to the terms and conditions set forth in the Pre-Application guidelines and any modifications agreed to during negotiation and reflected in the Award Documents, or by Contract Change Order hereafter, including; Part I-Grant Agreement Summary; Budget Summary; Budget Detail; Activity/Milestones; General Provisions – Part II; Specific Agreements – Part III; and Certification pages.

In addition, the grantee agrees to the following:

1. If the grantee is a law enforcement agency, the grantee agrees to participate in and support NHTSA's national goals and law enforcement mobilizations ("Click It or Ticket" and "Drive Sober or Get Pulled Over"), including submitting both pre and post reports through the OHSO online Mobilization Reporting System.

2. At the end of the project year and no later than November 1, the Project Director will submit the End of Year Project Summary

OHSO Highway Safety Application FFY2016

Organization: Mustang Police Department

OHSO-FFY2016-Mustang PD-00044

Grant Agreement Summary – Part 1

Report outlining the project accomplishments and whether the project goal(s) was met.

In accordance with OMB Circular A-133, the Oklahoma Highway Safety Office (OHSO) is required to supply each grantee with pertinent information regarding the grant awarded. The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administration (NHTSA).

On the chart below, locate the "Start of Project Number" for each grant awarded to obtain the information your agency's financial department will need for Federal/State reporting purposes.

Start of Project Number	Program Area	CFDA No.	Award Name	Section No.
AL	Alcohol	20.6000000	State and Community Highway Safety	402
DE	Driver Education	20.6000000	State and Community Highway Safety	402
MC	Motorcycle Safety	20.6000000	State and Community Highway Safety	402
OP	Occupant Protection	20.6000000	State and Community Highway Safety	402
PS	Pedestrian Safety	20.6000000	State and Community Highway Safety	402
PT	Police Traffic Services	20.6000000	State and Community Highway Safety	402
RH	Railroad/Highway Crossings	20.6000000	State and Community Highway Safety	402
SE	Speed Enforcement	20.6000000	State and Community Highway Safety	402
TR	Traffic Records	20.6000000	State and Community Highway Safety	402
164AL	164 Transfer Funds	20.6080000	Minimum Penalties for Repeat Offender for Driving While Intoxicated	164
M2	MAP 21 405b OP Low	20.6160000	Occupant Protection	405b
M3	MAP 21 405c Data Program	20.6160000	State Traffic Safety Information Systems Improvements	405c
M5	MAP 21 405d Impaired Driving Mid	20.6160000	Impaired Driving Countermeasures	405d
M9	MAP 21 405f Motorcycle Programs	20.6160000	Motorcyclist Safety	405f

Budget Summary Projections

Cost Category Items	1st Quarter				2nd Quarter		
	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	
I. Personnel							
A. Salaries	\$1,897.00	\$1,897.00	\$1,897.00	\$1,896.00	\$1,896.00	\$1,897.00	
B. Benefits	\$145.00	\$145.00	\$145.00	\$144.00	\$144.00	\$145.00	
II. Travel							
A. In-State Travel	\$0	\$0	\$0	\$0	\$0	\$0	
B. Out-of-State Travel	\$0	\$0	\$0	\$0	\$0	\$0	
III. Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0	
IV. Contractual Costs	\$0	\$0	\$0	\$0	\$0	\$0	
V. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	
Monthly Total	\$2,042.00	\$2,042.00	\$2,042.00	\$2,040.00	\$2,040.00	\$2,042.00	

Cost Category Items	3rd Quarter				4th Quarter			
	Apr.	May	Jun	Jul	Aug	Sep	Annual Total	
I. Personnel								
A. Salaries	\$1,897.00	\$1,897.00	\$1,897.00	\$1,897.00	\$1,897.00	\$1,897.00	\$22,762.00	
B. Benefits	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$1,738.00	
II. Travel								
A. In-State Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
B. Out-of-State Travel	\$2,000.00	\$0	\$0	\$0	\$0	\$0	\$2,000.00	
III. Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
IV. Contractual Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
V. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Monthly Total	\$4,042.00	\$2,042.00	\$2,042.00	\$2,042.00	\$2,042.00	\$2,042.00	\$26,500.00	

Budget Detail Projections

Cost Category Item: I.A. 1	Project Number: AL-16-03-08-02	Description: Salary for overtime impaired driving enforcement (rate not to exceed 1.5 times regular hourly rate unless contractually required and pre-approved by OHSO).									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
		\$1,897.00	\$1,897.00	\$1,897.00	\$1,896.00	\$1,896.00	\$1,897.00			\$11,380.00	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	
		\$1,897.00	\$1,897.00	\$1,897.00	\$1,897.00	\$1,897.00	\$1,897.00			\$22,762.00	

Cost Category Item: I.B. 1	Project Number: AL-16-03-08-02	Description: Benefits for overtime impaired driving enforcement (rate not to exceed 7.65 percent unless contractually required and pre-approved by OHSO).									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
		\$145.00	\$145.00	\$145.00	\$144.00	\$144.00	\$145.00			\$868.00	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	
		\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00			\$1,738.00	

Cost Category Item: II.B. 1	Project Number: AL-16-03-08-02	Description: Out-of-state travel for one officer to attend the Lifesavers Conference in Long Beach, CA, in April, to include: registration, lodging, M&IE, and transportation expenses in accordance with the State Travel Reimbursement Act.									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
										\$0	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	
		\$2,000.00								\$2,000.00	

Cost Category Item:	Project Number:	Description:									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
										\$0	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	
										\$0	

Cost Category Item:	Project Number:	Description:									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
										\$0	

Budget Detail Projections

	APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
\$0							

Cost Category Item:		Project Number:											Description:				
		OCT		NOV		DEC		JAN		FEB		MAR		Semi-Annual	\$0		
		APR		MAY		JUN		JUL		AUG		SEP		ANNUAL	\$0		

Cost Category Item:	Project Number:		Description:						
	OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual		
							\$0		
	APR	MAY	JUN	JUL	AUG	SEP	ANNUAL		
							\$0		

Cost Category Item:	Project Number:		Description:					Semi-Annual
	OCT	NOV	DEC	JAN	FEB	MAR		
							\$0	
	APR	MAY	JUN	JUL	AUG	SEP	ANNUAL	
							\$0	

Cost Category Item:	Project Number:	Description:										Semi-Annual
		OCT	NOV	DEC	JAN	FEB	MAR					\$0
		APR	MAY	JUN	JUL	AUG	SEP					\$0

Cost Category Item:	Project Number:		Description:						
	OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual		
								\$0	
	APR	MAY	JUN	JUL	AUG	SEP	ANNUAL		
								\$0	

Budget Detail Projections

Cost Category Item:	Project Number:	Description:									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	\$0
											\$0

Cost Category Item:	Project Number:	Description:									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	\$0
											\$0

Cost Category Item: II.B.	Project Number:	Description:									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	\$0
											\$0

Cost Category Item:	Project Number:	Description:									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	\$0
											\$0

Cost Category Item:	Project Number:	Description:									
		OCT	NOV	DEC	JAN	FEB	MAR			Semi-Annual	
		APR	MAY	JUN	JUL	AUG	SEP			ANNUAL	\$0
											\$0

Budget Detail Projections

Cost Category Item:	Project Number:	Description:											
		OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual					
		APR	MAY	JUN	JUL	AUG	SEP	ANNUAL					\$0
													\$0

Cost Category Item:	Project Number:	Description:											
		OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual					
		APR	MAY	JUN	JUL	AUG	SEP	ANNUAL					\$0
													\$0

Cost Category Item:	Project Number:	Description:											
		OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual					
		APR	MAY	JUN	JUL	AUG	SEP	ANNUAL					\$0
													\$0

Cost Category Item:	Project Number:	Description:											
		OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual					
		APR	MAY	JUN	JUL	AUG	SEP	ANNUAL					\$0
													\$0

Cost Category Item:	Project Number:	Description:											
		OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual					
		APR	MAY	JUN	JUL	AUG	SEP	ANNUAL					\$0
													\$0

Activity/Milestones Projections

[illegible]

General Provisions - Part II

REGULATIONS AND DIRECTIVES

The Grantee, its assignee(s), successor(s) in interest, subcontractor(s), supplier(s), or anyone who is a recipient of financial assistance through this grant shall agree to all applicable provisions of the following; however, nothing here should be interpreted to limit the requirements to comply with regulations and directives not included in this list:

1. Grantee agrees to implement the project in accordance with federal statutes, local statutes and regulations, as well as the policies and procedures established by the Oklahoma Highway Safety Office.
2. The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (Pub. L. 101-336), as amended (42 U.S.C. 12101, et seq.), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (Pub. L. 100-259), which requires Federal-aid recipients and all subrecipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, et seq.), relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.
3. Hatch Act (Political Activity), 5 U.S.C. Sections 1501-1508 and 5 CFR Part 151.
4. Buy America Act, 23 U.S.C. 101.
5. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions :
 - (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 - (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
6. Certification Regarding Federal Lobbying; Certification for Contracts, Grant, Loans, and Cooperative Agreements. The undersigned certifies, to the best of his or her knowledge and belief, that:
 - (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for the influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) Then undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, sub-grants, and contracts under grant, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

- Restriction on State Lobbying; None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

7. Equipment Purchased with Highway Safety Funds

- A copy of the Grantee's purchasing and inventory policies must be submitted to OHSO prior to the purchase of equipment approved in the grant award
- Ownership of equipment purchased is vested in the Grantee, who must use the property only for the authorized purpose of this project (49 CFR, Part 18 (Common Rule))
- Equipment must be entered into, and tracked through, the Grantee's inventory system and the OHSO inventory
- Equipment maintenance and liability coverage are the Grantee's responsibility
- Grantee shall not remove, transfer, or dispose of the property without prior written approval from OHSO
- If equipment is lost or stolen, the OHSO must be notified immediately, in writing, accompanied by a police report

To dispose of ANY equipment, the Grantee MUST:

- (1) Write a letter of request to OHSO;
- (2) State how the disposal will occur (auction, transfer, etc.) and/or provide three (3) appraisals;
- (3) Maintain equipment until Grantee receives letter of approval;
- (4) Return Equipment to OHSO.

Nothing herein contained shall be construed as incurring for the Grantor Agency any liability for Workmen's Compensation, F.I.C.A., Withholding Tax, Unemployment Compensation, or any other payment which is not a part of this contract.

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may

pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily exclude from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below)

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Specific Agreements - Part III

Grantee shall adopt (if none presently exists) and enforce a safety belt use policy requiring all employees and others riding in Grantee vehicles and/or on Grantee business to use safety belts in accordance with State law.

Regular compensation and/or overtime compensation provided in this grant award will be paid in accordance with established policies and regulations of your entity. Any deviation from the established policies and regulations must be specifically addressed in the written grant award.

Grantee shall verify that any officer using a grant purchased radar or grant purchased video camera has received training in the proper use of the equipment.

Grantee shall encourage all law enforcement officers participating in impaired driving enforcement programs to obtain certification in NHTSA sanctioned Standard Field Sobriety Test (SFST) procedures

Grantee shall submit monthly activity and reimbursement reports (including all appropriate documentation) to OHSO. Reports shall be submitted within 30 days of the end of the reporting month. Failure to comply with this 30-day limit may result in denial of the reimbursement claim.

Reports should include, as a minimum, the following:

1. Project Director's Report.
2. Budget Summary (include all cumulative year-to-date information).
3. Budget Details (include all cumulative year-to-date information).
4. Activity Milestones (include all cumulative year-to-date information).
5. Financial documentation for the current report (time sheets, payroll documents, invoices, purchase orders, and/or other appropriate verification of expenditures).
6. Activity documentation for the current report (include information on all projected activities whether completed or not, and any additional activities that were conducted; an explanation should be provided for any activities not completed).
7. Any additional, pertinent information to the project for the current reporting period.

In accordance with 2 CFR 200, the Oklahoma Highway Safety Office (OHSO) is required to supply each grantee with pertinent information regarding the grant awarded. The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administrations (NHTSA). Other pertinent information can be found on the Grant Agreement Summary – Part 1 page of the Award Documents providing the Grantee with information the agency's financial department will need for Federal/State reporting purposes. A Grantee's agency may be subject to audit under 2 CFR 200. Unless other arrangements are made, any required audit cost is the responsibility of the Grantee.

Any activities or cost items not specifically addressed in this agreement or any revisions to the items which are included in the agreement must be approved, in writing, by the OHSO Director/ Governor's Representative or designee before they will be considered eligible activities and/or cost items. (For example, any out-of-state travel expenses not specifically identified in one's agreement require prior written permission from the OHSO

Director/Governor's Representative or designee or the costs will not be reimbursed.)

These "Specific Agreement" topics have been provided in an effort to assist grantees. This is not in any way a complete list of all requirements. Any questions and/or concerns not addressed here or in other areas of this grant agreement should be directed to the OHSO Program Manager assigned responsibility for oversight of this project.

The continuation of this project is contingent on the availability and receipt by OHSO of Federal Funds.

Organization: Mustang Police Department

OHSO-FFY2016-Mustang PD-00044

As the Authorizing Official, I certify that all data in this application is true and correct. The application and proposed agreement have been reviewed and authorized by the governing body of the applicant agency. The typed name, in lieu of a signature, represents this agency's legal acceptance of the terms of this proposal and a statement of veracity of the representations made in this application.

Printed Name of Chief Executive Officer:

Title:

Date:

NOTE: The Authorizing Official is the person with official signature authority to make financial and programmatic commitments on behalf of the applicant agency. The Authorizing Official must be a state agency head, mayor, city manager, chairperson of the County Commission or an authorized tribal leader. The Chief of Police or Sheriff is not generally an authorized signatory.

Signature: _____



CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. F-7

2. MEETING DATE: September 15, 2015

3. TITLE: Department of Environmental Quality Permit to Construct Sanitary Sewer Lines and Appurtenances – Hunters Springs Addition, Phase 1.

4. COUNCIL ACTION: Acknowledgement of Receipt of DEQ Permit No. SL000009150385, to Construct Sanitary Sewer Lines for Hunter's Springs Addition, Phase 1.

5. INITIATOR: Community Development Department

COMMENTS & FACTS: As part of the development of the first phase of Hunter's Springs Addition, plans for sanitary sewer lines and appurtenances as approved by the city engineer were submitted to the Department of Environmental Quality. The plans were approved by DEQ on August 27, 2015.

The Department of Environmental Quality requests that the City Council acknowledge receipt of the Permit, which will thereby become part of the permanent public record.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Staff recommends acceptance.

9. STAFF SOURCE: Melissa Helsel, Community Development Director

10. CITY ATTORNEY'S COMMENTS:

11. RESOLUTION/ORDINANCE NO. _____



SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

August 27, 2015

Melissa A. Helsel, Director
Community Development
City of Mustang
1501 N. Mustang Road
Mustang, Oklahoma 73064

Re: Permit No.: SL000009150385
Hunter's Spring Addition Phase I
Sewer Line Extension Project
Facility No.: S-23543

Dear Ms. Helsel:

Enclosed is Permit No.: SL000009150385 for the construction of approximately 4,395 L. F. of eight (8) inch and 2,005 L. F. of ten (10) inch sewer lines and appurtenances to serve the City of Mustang Hunter's Spring Addition Phase I Sewer Line Extension Project, Canadian County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on August 27, 2015. Any deviations from the approved plans and specifications affecting capacity, flow, or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Mustang, after which it should be made a matter of permanent record.

We are returning three (3) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,

A handwritten signature in black ink, appearing to read "Robert B. Walker", is written over a horizontal line.

Robert B. Walker
Construction Permit Section
Water Quality Division

RBW/RC/bg

Enclosure

c: Bruce Vande Lune, R. S., Regional Manager, DEQ
Phillip Hagen, P. E., Crafton Tull
Wheatland DEQ Office





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

PERMIT NO.: SL000009150385

SEWER LINES

FACILITY NO.: S-23543

PERMIT TO CONSTRUCT

August 27, 2015

Pursuant to O.S. 27A 2-6-304, the City of Mustang is hereby granted this Tier I Permit to construct approximately 4,395 L. F. of eight (8) inch and 2,005 L. F. of ten (10) inch sewer lines and appurtenances to serve the City of Mustang Hunter's Spring Addition Phase I Sewer Line Extension Project, located in part of NE-1/4, Section 30, T-11-N, R-4-W, I. M., Canadian County, Oklahoma, in accordance with the plans approved on August 27, 2015.

By acceptance of this permit, the permittee agrees to operate and maintain the facilities in accordance with the "Oklahoma Pollutant Discharge Elimination System Standards - OPDES" (OAC 252:606) rules and to comply with the state certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

VARIANCE

A variance from OAC 252:656-5-2(b)(4), requiring ten (10) inch diameter sewer line to have a minimum flow of 0.29% is granted. The sewer lines will be constructed as shown on the approved plans.

PROVISIONS AND CONDITIONS

This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 4) That tests will be conducted as necessary to insure that the construction of the sewer lines will prevent excessive infiltration and that the leakage will not exceed 10 gallons per inch of pipe diameter per mile per day.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed of occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That the permittee will take steps to assure that the connection of house services to the sewers is done in such a manner that the functioning of the sewers will not be impaired and that earth and ground water will be excluded from the sewers when the connection is completed.
- 7) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

PERMIT NO.: SL000009150385

SEWER LINES

FACILITY NO.: S-23543

PERMIT TO CONSTRUCT

- 8) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 9) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 10) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (GP-005) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 11) That all manholes shall be constructed in accordance with the standards for Water Pollution Control Facility Construction (OAC 252:656-5-3), as adopted by the Oklahoma Department of Environmental Quality.
- 12) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 13) That when it is impossible to obtain proper 10-foot horizontal and 2-foot vertical separation between water mains and sewer lines as stipulated in Water Pollution Control Facility Construction OAC 252:656-5-4(c)(1) and OAC 252:656-5-4(c)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested with no detectable leakage prior to backfilling, in accordance OAC 252:656-5-4(c)(3).

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.

Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division



City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. 62a
2. MEETING DATE: September 15, 2015
3. TITLE: Approval of Proclamation Declaring September 17th through September 23rd as "Constitution Week"
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND:

The Daughters of the American Revolution (DAR) asked for this item to be placed on the agenda to declare September 17th through September 23rd as "Constitution Week". This is something the Council has done for several years.

The tradition of celebrating the Constitution started many years ago by the DAR. In 1955, the DAR petitioned Congress to set aside September 17-23 annually to be dedicated for the observance of Constitution Week. The resolution was later adopted by the U.S. Congress and signed into Public Law #915 on August 2, 1956, by President Eisenhower. The DAR is asking us to join in being America's cheerleader the week of September 17-23 to honor and officially recognize the patriotic celebrations which will commemorate the occasion.

It is a week-long commemoration of America's most important document and today stands as a testament to the tenacity of Americans throughout history to maintain our liberties and freedom, and ensuring the unalienable rights.

7. FINANCIAL IMPACT: None

STAFF COMMENTS:

8. STAFF SOURCE: Timothy Rooney, City Manager

PROCLAMATION

WHEREAS, September 17, 2015 marks the two hundred twenty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

NOW, THEREFORE, I, Jay Adams, by virtue of the authority vested in me as **Mayor** of the **City of Mustang**, in the **City of Mustang**, do hereby proclaim the week of **September 17 through 23** as

"CONSTITUTION WEEK"

AND ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Mustang to be affixed this 15th day of September of the year of our Lord **two thousand fifteen.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

**CITY OF MUSTANG
BOARD OR COMMITTEE RESUME**

NAME: Jan Flippin ADDRESS: 407 S. Oakey Dr., Mustang, OK
PHONE: 405-850-0564 WARD: 4

EDUCATION:

M.Ed. Parks and Recreation Management - SWOSU, Weatherford, OK

B.A. Communication Arts - SWOSU, Weatherford, OK

Additional Subjects Studied:

Graduate studies emphasis: Event Planning

Undergraduate major: Mass Communications

Work Experience: Current: PT Virtual Assistant, Response Scientific, Inc.

06/09-09/14 Planning Coordinator II, OK Tourism & Rec. Dept./State Parks/Federal Grants

06/09-09/14 Secretary, OK Trails Advisory Board / Chair, OTRD Event Planning Committee

Affiliations, Hobbies, Interests:

Mustang Parks Foundation

Nature/Outdoors, Seas/Trees/Bees, Home/Family, Improvement: Self/Home/Community/World

References:

Roger Knowlton, National Park Service, Omaha, NE 402-661-1558

Brenda Marsalis, (Retired) OK State Parks, OKC, OK 405-637-5618

**I WOULD BE INTERESTED IN SERVING ON THE FOLLOWING BOARD(S)
FOR THE CITY OF MUSTANG:**

CITY COUNCIL

BOARD OF ADJUSTMENT

CAPITAL IMP BOARD

MEDA

LIBRARY BOARD

PLANNING COMMISSION

LEISURE SERVICES BOARD X

PERSONNEL BOARD

YOUTH ADVISORY BOARD

(For Information concerning the functions of these boards, contact the City Manager's Office)

**I UNDERSTAND MY APPLICATION OR RESUME IS A MATTER OF PUBLIC
RECORD AND SUCH INFORMATION AS SHOWN ON MY APPLICATION OR
RESUME IS RELEASABLE TO THE GENERAL PUBLIC, ACCORDINGLY
PURSUANT TO THE REQUEST BY THE MEDIA AND OTHER MEMBERS OF
THE PUBLIC, SUCH INFORMATION WILL BE RELEASED UPON REQUEST.**

09/04/15
DATE

Jan Flippin
SIGNATURE

**CITY OF MUSTANG
BOARD OR COMMITTEE RESUME**

NAME: Bob Wilson ADDRESS: 1000 Blue Haven Dr.
PHONE: 818-4721 WARD: 4

EDUCATION:

BSE Education

Additional Subjects Studied:

Government Contracting, Management.

Work Experience:

Retired 10+ years from FAA. Management/Program
Analyst / Contracting Officer.

Affiliations, Hobbies, Interests:

Volunteer with Wild horse Gardens & Market past
7 years. Master Gardener, Woodworking, Hunting Fishing.

References:

Justin Battles, Asst City Manager
Lynette Grider, Leisure Services Board

I WOULD BE **INTERESTED** IN SERVING ON THE FOLLOWING BOARD(S)
FOR THE CITY OF MUSTANG: Past Board of Adjustment Member

CITY COUNCIL

BOARD OF ADJUSTMENT ☐

CAPITAL IMP BOARD ☐

MEDA ☐

LIBRARY BOARD ☐

PLANNING COMMISSION ☐

LEISURE SERVICES BOARD ☒

PERSONNEL BOARD ☐

YOUTH ADVISORY BOARD ☐

(For Information concerning the functions of these boards, contact the City Manager's Office)

I UNDERSTAND MY APPLICATION OR RESUME IS A MATTER OF PUBLIC
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RESUME IS RELEASABLE TO THE GENERAL PUBLIC, ACCORDINGLY
PURSUANT TO THE REQUEST BY THE MEDIA AND OTHER MEMBERS OF
THE PUBLIC, SUCH INFORMATION WILL BE RELEASED UPON REQUEST.

9.7.15
DATE

Bob Wilson
SIGNATURE

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-1

2. MEETING DATE: September 15, 2015

3. TITLE: Request for Variance from Drainage Ordinance for Cedar Springs Industrial Park II

4. COUNCIL ACTION: Approve or Deny Variance to Drainage Ordinance for Cedar Springs Industrial Park II

5. INITIATOR: Community Development Department

COMMENTS & FACTS: The drainage and detention plans for Cedar Springs Industrial Park II have been revised and reviewed several times by our city engineer, Don Vick.

Mr. Vick has indicated that the plans, as submitted, do not meet the requirements of the City of Mustang's Drainage Ordinance.

The developer is requesting a variance from the drainage ordinance to move forward with the development. Please see his attached letter.

Our City Engineer has submitted a response to this request for variance. The plans as submitted do not address the approximate 16 acres of drainage that enter this project at the SE Corner of the plat. Instead of utilizing an underground facility, the project engineer proposed a flume, however our drainage ordinance does not allow more than 5 acres of drainage to be carried in a flume. In addition, Mr. Vick does not believe that the weir design at the entry to this flume is adequate.

No drainage calculations were submitted for the channel as it currently designed. Staff feels that the most recently submitted drainage and detention plans are incomplete and that the variances requested are not in the best interest of the city.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Staff recommends denial of the variance.

9. STAFF SOURCE: Melissa Helsel, Community Development Director

10. CITY ATTORNEY'S COMMENTS:

11. RESOLUTION/ORDINANCE NO. _____

JGVEngineering

*Consulting Engineers and Land Surveyors
Since 1931*

*124 N.W. 10th Street
Okla City, Ok 73103-4949
405.236.8313
www.jgve.com*

September 9, 2015

**The Honorable Mayor and City Council
City of Mustang
1501 North Mustang Road
Mustang, Oklahoma 73064**

Attention: Mr. Tim Rooney, City Manager

**Re: Variance Request - Drainage
Cedar Springs Industrial Park, Section 2**

Dear Mayor and Council:

The project Engineer for Cedar Springs Industrial Park, Sec 2, has submitted a request for a variance to the Drainage Ordinance.

This project has been before the Council previously requesting a variance for the water line policy of the City. It was not until I suggested a 6 inch water line loop of the system to the Engineer that this issue was resolved.

As City Engineer I had not reviewed the plan prior to the submittals requesting changes in the plans to include eliminating one of the detention ponds and looping the water line. The previous City Engineer had reviewed the plans and apparently missed the offsite drainage that enters the property at the southeast corner of the plat and several other items including sanitary sewer lines that were outside of the easement, headwall plans that did not include all of the steel reinforcing, etc..

In reviewing the new submittals there were no check prints to review, therefore, I had to review the plans as a new project. In reviewing the plans we had several minor problems, of which most have been modified to meet city requirements, however, when I found that the previous City Engineer had not addressed the approximate 16 acres of drainage that entered this project at the SE corner of the plat, (Lots 4 and 5 of the Plat). This amount of storm water must be managed across the plat. Since there is not a street at this location the only alternative was to place the storm water underground in a pipe.

The Engineer indicated that this was cost prohibitive and he wanted to carry the storm water in a concrete flume. The engineer was advised that the ordinance Sec V (Drainage Considerations) (F) only allows a maximum of 5 acres to be carried in a flume and then only from a cul-de-sac and the discharge must discharge into a drainage easement, park or common area. The Engineer submitted a plan that indicated that a 16 foot wide flume with 6 inch curbs would be required to manage the storm water. The entry to the flume was only 16 feet wide and did not conform to paragraph (F)(4) requiring that the entrance to the flume to be sized based on the following Weir Equation $Q = CLH^{3/2}$. The purposes of this equation is to raise the water surface as it moves into the 6 inch deep flume. The weir must be wide enough to gather the storm water runoff and funnel the water into the flume to reach the 6 inch depth.

In lieu of the weir design, the Engineer submitted a plan with 3 openings at the entry. One 6 feet wide and two 4 feet wide which makes a total opening of only 14 feet into a 16 foot flume. Using the weir formula the opening to the 16 foot channel would be approximately 50 feet wide. Since the design engineer did not resubmit drainage calculations with the current set of plans I am uncertain as to the justification for this current design.

This design uses the three above described inlets and channels the water into a 3 foot wide concrete trickle channel within a earthen channel approximately one foot deep with side slopes of 4:1. Since no drainage calculations were submitted, I do not know if the proposed channel would contain the 100 year storm within the drainage easement, or what the velocity of the storm water would be and its effect upon erosion and scour protection within the drainage easement.

This channel discharges onto the cul-de-sac. I am unaware of the City approving a earthen channel between lots, and/or a channel emptying onto a street. The engineer has not provided drainage calculations for this channel design, nor has the engineer addressed the weir entrance design at the east entry into this side lot line channel.

There have been occasions in which the city has allowed flumes between lots, but in most cases, that I am aware, the flumes were only 4 to 6 feet in width and drained small drainage areas between streets.

As City Engineer I have worked diligently to assist the Mr. Landes and the developer, in finding solutions to their development and design issues, however, I see no justification for approval of the current drainage plans.

Further, I do not believe that the design meets the drainage ordinances and I see no justification for the approval of the variance to (F)(2) without the engineer providing a workable solution to managing 16 acres of storm water along a side lot line. Additional without the drainage calculations, we cannot determine if the design will contain the 100 year storm and not cause a negative impact downstream.

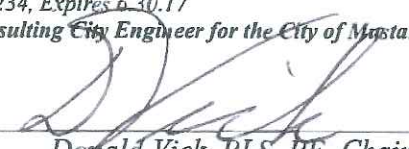
If the City Council desires to provide a variance, then I would request that the engineer provide drainage calculations in accordance with the approved variance.

Please call if I may be of further assistance.

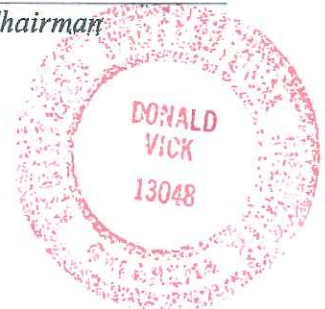
Respectfully,

JGVEngineering, Consulting Engineers and Land Surveyors
CA 234, Expires 6.30.17
Consulting City Engineer for the City of Mustang

By


Donald Vick, PLS, PE, Chairman
For the Firm

C:\Users\donald.vick\Documents\My Files\City of Mustang Drainage variance Cedar Springs Ind Sec 2.doc



JGVEngineering



THE LANDRUN GROUP, LLC

ENGINEERING, LEGAL, LAND MANAGEMENT, CONSTRUCTION MANAGEMENT

August 18, 2015

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

Ref: Variance Request
Cedar Springs Industrial Park, Section 2

Dear Mrs. Helsel:

Preliminary Plat, Final Plat, and Construction plan submittals for the Cedar Springs Industrial Park, Section 2 were provided in February 2014 and consist of a 7.21 acre parcel located in in the NE/4, NW/4 of Section Thirty Five (35), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma. The preliminary plat, hydraulic report and construction plans were approved with exception to a variance request made to eliminate the looped water line. Council denied the variance request so a water line extension and easement to S. Symes Lane was developed but the cost for the development exceeded budget amounts so the project was placed on hold. In December 2014, a meeting was held with the fire marshal allowing a fire hydrant on E. Highline Lane to be relocated eliminating the need for the water line loop. This was reviewed by the new City of Mustang engineer, Don Vick and denied. An alternative to run a 6" loop due west to S. Cedar Springs Lane which was developed for approval of the water system.

Additional changes to the previously approved site and plans were to eliminate the small south detention area, and reducing the land area associated with the primary detention basin by establishing additional depth in the basin. This required replacement of the existing discharge structure and open channel to an underground storm sewer system currently existing on S. Cedar Springs Lane.

During review several modifications were required with the primary adjustment being how off-site storm water from the ridge directly south and east of the development would be conveyed through, around or under the property or through the detention pond to the existing underground storm sewer system on S. Cedar Springs Lane and downstream. Hydraulics had been developed not to cause an adverse affect to development or downstream recipients but the means of how to route the flow was believed to require an additional variance. The original request by the City engineer was to pipe all off-site stormwater to the detention pond. The size and length of line made this approach cost prohibitive. A second alternative was to provide on additional 500 feet to 600 feet of concrete channel around the perimeter of the development to the detention pond which was also cost prohibitive.

The suggested approach requiring the variance is to establish drainage swales conveying stormwater to weir openings directed from the east, south and southeast corner to a trickle channel between lots 4 and 5. The trickle channel conveys stormwater to S. Industrial Lane where it will be collected in the curb & grate inlets

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and into the detention area. The piping system and inlets were sized adequately to hydraulically convey flow per code requirements.

The approach meets the following drainage ordinance #732 requirements.

1. **Section 13.14.010** – It protects the general health, safety and welfare of the public from the dangers arising from improper drainage; unwise diversion; use and obstruction of the drainage channels; to protect natural scenic areas and to provide for the conservation of the natural resources of the area.
2. **Section 13.14.040(A-E)** The design meets all aspects of this section of the ordinance. This section indicates “The addition of offsite storm water improvements may be waived by the city council if, in the opinion of the city council, the addition of storm sewer would cause extreme hardship on the developer, in which case the council will address alternative methods”. The procedure used may be considered an alternative being requested by the council.
3. **Sections 13.14.050-13.14.100** – The design meets all applicable aspects of the ordinance.

The next section of the ordinance is called “**Standard Drainage Policy for the City of Mustang Section I**”

4. **Section I – General Requirement** – The design meets all applicable aspects of the ordinance. This property is not designated as being impacted by floodplain designations.
5. **Section II – Determination of Storm Runoff** – The design meets all applicable aspects of the ordinance.
6. **Section III – Flow in Streets** – The design meets all applicable aspects of the ordinance. Section (E)-defines street capacity which is met by the design and termination of flow meets in a residential cul-de-sac not exceeding 5 acres. The conveyance of off-site flow does not terminate in the cul-de-sac but begins in the cul-de-sac where it is conveyed to improved drainage structures. The ordinance is also defined as a residential street when this development is an “industrial” street. (F) indicates that no more than 20 acres can be conveyed in a curbed street. The drainage area is less than 20 acres.
7. **Section IV – Enclosed Storm Sewer** – The design meets all applicable aspects of the ordinance. The General section indicates, In addition, runoff from storms exceeding the design storm up to the 100-year storm should be anticipated and disposed of with minimum damages to surrounding properties and the sewer must be accessible for maintenance. Drainage between lots will be conveyed in either an enclosed storm sewer or concrete flume. The off-site flow is being conveyed in a drainage swale with a concrete trickle channel. This section primarily defines flow in excess of the 100-year storm or what should happen with by-pass flow. It is our opinion the approach does meet this section of the ordinance.
8. **Section V – Open Drainage Channels** – The design meets applicable aspects of the ordinance. The ordinance indicates; natural overland flows and open channel and/or swale routings are the preferred alignments of the components of residential drainage systems within the city. These drainage flow techniques assist in the control of storm water runoff in that the time of concentration of runoff can be extended. Specific reduction in the amount of runoff contributed from each new development in the upper and middle reaches of a drainage basin can reduce the cumulative runoff impact of the development thereby contributing to reduction of hazards and/or reduction in the need for costly supplemental systems in the downstream areas. Open channel flows are not necessarily natural systems, although they rely heavily on existing natural features and qualities of the development site. Virtually all development increases the amount of storm water that becomes runoff during and after an event because of the impervious surfaces used in

development. Increases in runoff which change the equilibrium of natural areas in the system mandate specific engineering solutions to conserve these natural systems and the pre-development characteristics of the area. The creation of swales, alteration of small channel capacity or direction, changes of ground cover and the lining of existing channels with other materials, natural or man-produced, may be necessary in some parts of the system to achieve the desired objectives. It is our opinion the design does meet the definition and intent of this portion of the ordinance. **Design Considerations** (F) Concrete Flumes indicates Concrete Flumes in lieu of enclosed pipe shall not be allowed except under the following conditions:

- (1) Drainage area shall not exceed five (5) acres.
- (2) The structure shall extend to the rear of the adjacent lots and shall lie within an easement, or common area and discharge into a drainage easement, park or common area maintained by the city or property owners association.
- (3) A curtain wall shall be provided at the discharge end.
- (4) The entrance to the flume shall be sized based on the following weir equation.
$$Q = CLH^{3/2}$$

Terms such as flume, channel, trickle channel, and swale are interchangeable terms. Drainage from off-site to the south and part from the southeast has been designed to be diverted with a terrace or levy along the back property line to a point between Lots 4 & 5 where it is collected in weir inlets (one from each direction) and conveyed in a swale, channel, or flume to South Industrial Lane. The 13.72 acres of drainage area will be combined with water from the sheet flow from the lots on the east side of the street (approximately 2 additional acres) to the inlets where it will be routed to and through the detention basin. As per the ordinance, post development flow will be maintained or reduced from pre-development flow.

Based on our understanding the drainage and drainage structure between Lots 4 & 5 is being defined as a flume which based on section (F)(1) cannot exceed 5 acres of drainage area. This letter is a request for a variance by the City of Mustang council regarding (F)(1) defining the maximum drainage area being capable of being routed down a flume as 5.0 acres. On behalf of the developer, the LandRun Group is requesting a variance from this requirement. The design attempts to concentrate approximately 13.72 acres of sheet and shallow flow off-site storm water and convey the stormwater to an improved drainage system which can be maintained and detained. In my professional opinion the design is a cost effective solution to best protect the future structures and infrastructure in the area. The design also establishes a future location or point of concentration for discharge and conveyance of the storm water when the undeveloped off-site area is developed.

9. **Section VI – Bridges & Culvert** – The design meets applicable aspects of the ordinance.
10. **Section VII – Storm Water Storage** – The design meets applicable aspects of the ordinance.
11. **Section VIII – Erosion & Sedimentation** – The design meets applicable aspects of the ordinance.

Land development requires the balance of multiple variables ranging from existing use to proposed use, existing infrastructure to proposed infrastructure, existing topography to proposed topography. These variables are part of the principal reason for the development of codes and ordinances. Ordinances are based on principals and best practices but do not always capture conditions associated with the multiple variables associated with land development requiring the need for variances. An additional item not addressed by ordinances but always considered a primary concern is cost and economics. The proposed design with the variance should meet the hydraulic requirements for the health, welfare and safety of the constituents using

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the developed property while maintaining a financially viable project that fulfills a need within the community of the City of Mustang.

If additional information is needed or I can be of further assistance, please advise.

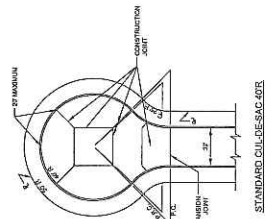
Sincerely,

Stephen T. Landes
P.E. 19539



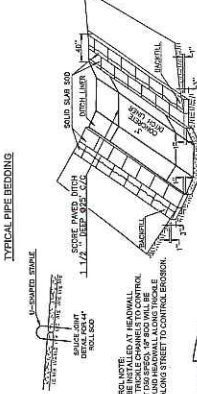
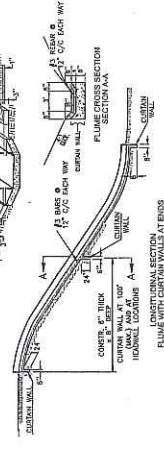
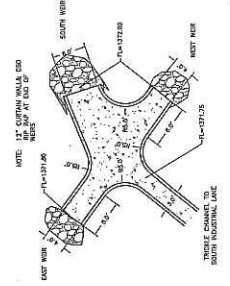
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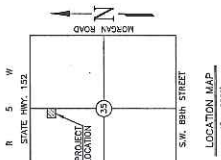
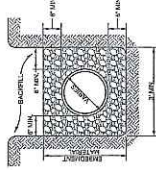


Prismoidal Volume Results			
Original Surface Model:	EXISTING		
Final Surface Model:	PROPOSED		
Cut Compaction Factor:	0.00 %	yd	yd
Fill Compaction Factor:	0.00 %	cu yd	cu yd
Row Cut Volume:	5359.28	cu yd	yd
Compacted Cut Volume:	0.00	cu yd	yd
Total Cut Volume:	5359.28	cu yd	yd
Row Fill Volume:	5818.40	cu yd	yd
Compacted Fill Volume:	0.00	cu yd	yd
Total Fill Volume:	5818.40	cu yd	yd

NOTE:
1" TRODE CHANG. EXPANS
TO 8.0" AT 250-350-500
TO 8.0" AT 250-350-500
BURNS 16.0" FROM CLIP LINE.



Pipe Nominal Size (feet)	Minimum Trench Width (feet)	Maximum Trench Width (feet)
4.2	3.00	3.00
15	3.25	5.00
18	3.25	5.00
21	3.75	5.48
24	4.00	6.00
27	4.50	6.48
30	4.50	6.75
33	4.75	6.95
36	5.25	9.50



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 **09/01/15** MIA Minutes
- *2. Claims List for **FY '15**
- *3. Claims List for **FY '16**
- *4. Acknowledgement of **Receipt of DEQ Permit** No. SL000009150385 to construct Sanitary Sewer Lines and Appurtenances for Hunter's Springs Addition, Phase I.

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
SEPTEMBER 1, 2015**

The Mustang Improvement Authority met in regular session on Tuesday, September 1, 2015, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Friday, August 28, 2015, at 11:45 a.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 **7:17 p.m.**

B. ROLL CALL

Trustees Present: Riley
Staples
Hagan
Schweinberg
Adams

Trustees Absent: Grider
Jones

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **08/18/15** MIA Minutes
- *2. Claims List for **FY '15**
- *3. Claims List for **FY '16**
- *4. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
- *5. Acknowledgement of **Receipt of DEQ Permit** No. ST000009150520 for the Wastewater Treatment Plant Minor Modifications Project.

MOTION was made by **Trustee Schweinberg**, seconded by **Trustee Staples**, to approve Items D-1 thru D-5 of the Consent Agenda.

AYE: Riley, Staples, 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 Approval of Contract and Bonds for Project Titled Meadow Lane Sanitary Sewer Rehabilitation.

MOTION was made by **Trustee Schweinberg**, seconded by **Trustee Staples**, to Approve the Contract and Bonds for Project Titled Meadow Lane Sanitary Sewer Rehabilitation.

AYE: Riley, Staples, Hagan, Schweinberg, Adams

NAY: None

G. ADJOURNMENT

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

AYE: Riley, Staples, Hagan, Schweinberg, Adams

NAY: None

Meeting was adjourned at **7:18 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: 72 WATER						
15-2137	01-A0055	ASSOC OF CENTRAL OKLA GOVT	CANADIAN RIVER STUDY PH 2	6/2015	6821	2,674.75
15-2109	01-S0057	SEVERN TRENT SERVICES INC	MAINTENANCE CAP	6/2015	201509081775	130,000.00
15-2271	01-S0057	SEVERN TRENT SERVICES INC	MAINTENANCE CAP	6/2015	201509081774	54,985.14
DEPARTMENT TOTAL:						187,659.89
DEPARTMENT: 75 SEWER						
15-2109	01-S0057	SEVERN TRENT SERVICES INC	MAINTENANCE CAP	6/2015	201509081775	104,054.13
DEPARTMENT TOTAL:						104,054.13
FUND TOTAL:						291,714.02
GRAND TOTAL:						296,974.60

FUND: 68 - IMPROVEMENT AUTHORITY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 68 GENERAL GOVERNMENT						
16-0210	01-B0024	BANCFIRST	2014 A BOND PAYMENT	9/2015	201509081777	190,177.09
16-0600	01-B0120	BOND FUND	4TH PENNY TRANSFER	9/2015	201509091820	18,737.68
16-0030	01-G0030	GENERAL FUND	TRANSFER OPERATING FUNDS	9/2015	201509081778	230,000.00
16-0602	01-L0045	LIMITED PURPOSE FUND	3RD PENNY TRANSFER	9/2015	201509091818	75,475.19
16-0592	01-M0210	MUSTANG IMPROVEMENT	66 2/3 WATER/SEWER CONN.	9/2015	201509091811	24,733.24
16-0209	01-S0205	STREET IMPROVEMENT FUND	FRANCHISE FEES	9/2015	201509081780	13,000.00
DEPARTMENT TOTAL:						552,123.20
DEPARTMENT: 72 WATER						
16-0591	01-C0108	COWAN GROUP	ENGINEERING SERVICES	9/2015	201509091815	8,677.00
16-0593	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091813	17,359.41
16-0553	01-00055	OG&E COMPANY	ELECTRIC SERVICES	9/2015	201509081795	22,574.51
16-0596	01-00055	OG&E COMPANY	ELECTRIC SERVICE	9/2015	201509091816	278.23
16-0040	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	9/2015	0915-OP-132429	90,274.90
DEPARTMENT TOTAL:						139,164.05
DEPARTMENT: 75 SEWER						
16-0549	01-C0010	CADDO ELECTRIC CO-OP INC	ELECTRIC SERVICES	9/2015	201509081788	268.00
16-0591	01-C0108	COWAN GROUP	ENGINEERING SERVICES	9/2015	201509091815	10,287.94
16-0593	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	9/2015	201509091813	1,979.00
16-0553	01-00055	OG&E COMPANY	ELECTRIC SERVICES	9/2015	201509081795	338.63
16-0572	01-00055	OG&E COMPANY	ELECTRIC SERVICE	9/2015	201509081793	43.96
16-0040	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	9/2015	0915-OP-132429	50,779.63
DEPARTMENT TOTAL:						63,697.16
FUND TOTAL:						754,984.41

FUND: 70 - MIA RESERVE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 70		ADMINISTRATION				
16-0591	01-C0108	COWAN GROUP	ENGINEERING SERVICES	9/2015	201509091815	128.00
DEPARTMENT TOTAL:						128.00
FUND TOTAL:						128.00
GRAND TOTAL:						1,352,321.95