

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Reverend Wayne Hendricks, First Baptist Church Mustang

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 **05/05/15** City Council Minutes.
- *2. Approval of **05/07/15** City Council/MIA Special Meeting (Budget Session) Minutes.
3. Approval of **05/11/15** City Council Special Meeting (Work Session) Minutes.
- *4. Approval of **05/14/15** City Council/MIA Special Meeting (Budget Session) Minutes.
- *5. Claims List for **FY'15**
6. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.
7. Approval of **Resolution No. 15-053** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by \$4,525.
8. Approval of **Automated Teller Machine "ATM" site** for the Mustang Town Center as Submitted by Cornerstone Bank.
9. Approval of **Cox Cable Franchise Extension Agreement**.

G. INFORMATION/REPORTS

1. City Manager
Included in Agenda packet.
 - a. Approval and Presentation of **Proclamation** Declaring May 22, 2015, as "Mustang Broncos Small Advanced Cheer Squad Day"
 - b. Presentation of Plaque and Recognition of Outgoing Personnel Board Member John Ripley
2. City Council

H. DISCUSSION ITEMS

1. **Appointment** of One (1) Member and One (1) Alternate to the ACOG Board of Directors and its Committees, the OEMA Board of Directors, and the Appointment of One (1) Councilmember to the Traffic Commission.
2. **Discussion, Consideration and Possible Action** regarding OMAG Annual Elections.
3. **Discussion, Consideration and Possible Action** regarding Review and Grant of Extension for Special Use Permit Application SUP-4-9-13-1-28, Diamond Partners, LLC, 200 Block N. Mustang Road, Ice Vending Machine.
4. **Public Hearing, Discussion, Consideration and Possible Action** regarding Approval of Conditional Use Permit Application CUP-4-9-15-1-31, 1716 W. State Highway 152, Diane Stafford, Garden Supply Store.
5. **Public Hearing, Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1126**, Amending the Zoning Ordinance of the City of Mustang, Oklahoma, as Amended, to Change Certain Property Located in Canadian County, Oklahoma, from "C-3" Commercial General District to "C-4" Shopping Center District and, Declaring Repealer, Providing for Severability; and Declaring an Emergency. (Rezoning Application RZ-4-16-15-1-35, Viva Mustang, LLC – Gerardo Villasenor, Manager, 1404 E. State Highway 152.)

6. **Discussion, Consideration and Possible Action** regarding Approval of Preliminary Plat Application PP-9-23-14-1-30, Hunter's Springs Addition, Rausch Coleman Development Group, 222 lots.
7. **Discussion, Consideration and Possible Action** regarding Approval of Final Plat Application FP-9-23-14-1-30, Hunter's Springs Addition, Rausch Coleman Development Group, 123 lots.
- *8. **Discussion, Consideration and Possible Action** regarding Approval of an Amended and Restated Permanent Easement, which will amend the Permanent Easement previously granted by Covenant Development Corporation to the City of Mustang in order to move the water line easement, and to authorize the Mayor to negotiate and execute the final document with the property owner, Westmoore Community Church, Inc., to effect such amendment.
9. **Discussion, Consideration and Possible Action** regarding Approval of **Resolution No. 15-052** Supporting a Request for the Deannexation of Property from the City of Oklahoma City.
10. **Discussion, Consideration and Possible Action** regarding Code of Ethics.

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

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

**MUSTANG CITY COUNCIL
MAY 5, 2015**

The Mustang City Council met in regular session on Tuesday, May 5, 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, May 1, 2015, at 2:00 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A Reception honoring Councilmembers was held at 6:30 P.M.

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE/INVOCATION (Terry Armstrong, Pastor, Mustang Church of the Nazarene).

Pastor Armstrong led the assembly in the Pledge and Invocation.

C. ROLL CALL

Councilmembers Present:	Taylor
	Staples
	Bowers
	Jones
	Hagan
	Schweinberg
	Adams

Councilmembers Absent:	None
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D. CONSENT AGENDA

1. Approval of **04/21/15** City Council Minutes

MOTION was made by **Councilman Taylor**, seconded by **Councilman Schweinberg**, to approve Item D-1 of the Consent Agenda.

AYE:	Taylor, Staples, Bowers, Jones, Hagan, Schweinberg, Adams
NAY:	None

E. PRESENTATION AND RECOGNITION

1. Approval and Presentation of Proclamation Declaring May 8, 2015, as "Mustang Broncos Men's Basketball Day"

Mayor Adams introduced Coach Terry Long and read the Proclamation declaring May 8, 2015, as "Mustang Broncos Men's Basketball Day". The Mayor and Coach introduced each player and handed them a Proclamation.

2. Approval of Proclamation designating May 15 as Peace Officers Memorial Day and the week in which that date falls as Police Week.

Mayor Adams requested **Police Chief Foley** join him at the front as he read the Proclamation declaring May 15 as Peace Officers Memorial Day and the week in which that date falls as Police Week and presented the Proclamation to the Chief.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Jones**, to approve Items E-1 and E-2, Proclamations.

AYE: Taylor, Staples, Bowers, Jones, Hagan, Schweinberg, Adams
NAY: None

3. Presentation to Warriors for Freedom Foundation from Mustang Youth Baseball Association, Mustang Youth Soccer Association, Mustang Softball Association and City of Mustang.

Sports Coordinator Bailey stated the weekend of April 11, 2015, was this year's fund raising weekend at the ball fields with proceeds going to the Warriors for Freedom Foundation. He and representatives from each of the sport associations presented a check to Amber Moulder with the Warriors for Freedom Foundation in the amount of \$12,580.40. He stated Saturday was rained out, but teams were able to play on Sunday stating 90+ American flags and banners with fallen soldiers' names were displayed. Sergeant Brandon Stewart, a disabled veteran and member of the Foundation, also spoke to the Council and thanked the City for the donation and the help that is provided.

4. Presentation of Plaques and Recognition of Outgoing Vice-Mayor and Councilmember Matthew Taylor, Ward I, and Councilmember Linda Bowers, Ward III

Mayor Adams recognized outgoing Councilmembers – Ward I Councilmember and Vice Mayor Matthew Taylor, and Ward III Councilmember Linda Bowers, and presented them with plaques of appreciation for their service.

F. OATH OF OFFICE

1. Oath of Office for Ward I Councilmember Kevin Riley, Ward III Councilmember Brian Grider, and Mayor Jay Adams

Mustang Judge Steve Huddleston swore in new Councilmembers:

- Ward I Councilmember Kevin Riley; and
- Ward III Councilmember Brian Grider

Mustang Judge Steve Huddleston swore in returning Mayor, Jay Adams.

At this time, the newly elected Councilmembers took their seats.

2. Election of **Vice-Mayor**

Mayor Adams nominated **Councilman Schweinberg** as **Vice-Mayor** and **Councilwoman Staples** seconded the nomination.

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

Mayor Adams stated that **Councilman Schweinberg** is the new Vice-Mayor.

G. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

1. Spitler Lakes Addition HOA

Robert Wood, 317 S. Chardon Dr., addressed the Council regarding past and current drainage and erosion problems in Spitler Lakes Addition stating the new construction was only making it worse. He was concerned about possible damage caused to the current homes and the inability of the developer or construction companies to maintain erosion control.

Mayor Adams provided an update of City efforts to rectify the problems stating the Code Enforcement department has contacted builders advising building inspections would not be performed until proper erosion control was in place as well as requiring hay bales be placed in the appropriate areas.

Other discussion included drainage on State Highway 152 with it being stated this was the responsibility of the State and that the City had contacted them to try and discuss.

Don Anderson, 211 S. Nelson Dr., addressed the Council stating he was the developer and that he was doing his best to resolve any issues. He stated he lives in this addition and wants the best for the addition as well and that no one could have predicted the rainfall received recently. He stated the Oklahoma Department of Environmental Quality (ODEQ) was called out to inspect who also stated it looked like the developer and construction companies were doing the best they could do stating water flows down hill. He stated he had installed additional silt fencing as well as a new product designed to help soak up and block water.

Walt and Cathy Davis, 509 S Chardon Dr., addressed the Council stating they would like to contest what Mr. Anderson said about no problems in the past as they live at the end of Chardon Dr. which is the lowest point on that street and all water flows to them. They stated they did not feel like proper drains were installed to handle the water flow and also wondered if the drains could be blocked where water did not flow through as they should.

Mayor Adams stated he would ask the engineers to inspect the pipes to make certain they were not blocked.

H. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

City Manager Rooney requested Item L-4 regarding Approval of an Amendment to a Permanent Easement be deleted from the agenda.

J. CONSENT AGENDA

- *1. Claims List for **FY '15**
- *2. Approval to Turn **Past Due Utility Accounts** over to Collection Agency.
- 3. Approval to Renew the **Public Works Contract** between the Department of Corrections and the City of Mustang.
- *4. Acknowledgement of **Receipt of DEQ Permit** No. SL000009150268, to Construct Sewer Line for OnCue Project, 900 E. State Highway 152.
- *5. Approval of **Maintenance Bond** for Water Line and Fire Hydrant for Mustang Elementary Gym Project – 400 S. Mustang Rd.
- *6. Approval of **Performance and Maintenance Bonds** for Project Titled 59th Street Bridge Waterline Relocation.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Hagan**, to approve Items J-1 thru J-6 of the Consent Agenda.

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

NAY: None

K. INFORMATION/REPORTS

1. City Manager

City Manager Rooney reminded the Council of the Budget Work Sessions to be held Thursday, May 7th and May 14th at 6:00 p.m., as well as the May Work Session to be held May 11th, at 6:30 p.m. He also stated the proposed budget would be distributed to the Councilmembers tonight for their review prior to the first Budget Work Session.

2. City Council

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

Councilman Schweinberg did not have anything to report at this time. He welcomed the new council members, Kevin Riley and Brian Grider, and congratulated the Mayor for winning another term.

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

Councilman Jones did not have anything to report at this time, but did second Councilman Schweinberg's acknowledgements and stated it was nice to have Ms. Coeta Morrell in the audience again.

Councilman Grider stated he had heard from a citizen regarding an issue and he spoke with **Community Development Director Helsel** who resolved it quickly stating the resident also wished to express their thanks to the City. He also stated he was excited to be here.

Councilwoman Staples did not have anything to report at this time, but wanted to congratulate the new Councilmembers and Mayor as well as Councilman Schweinberg for being elected Vice Mayor.

Councilman Riley did not have anything to report at this time. He congratulated the Mustang Men's Basketball Team and the law enforcement officers as well as congratulated Councilman Grider and Mayor Adams stating he was looking forward to working with everyone.

Mayor Adams stated the rest of the month would be hectic for him as he has started a new job and his daughter's college softball team made the National Regional qualifications stating he would miss Monday's Work Session and depending on everything, may have to miss another meeting as well. He stated this was her senior year and could not miss it.

L. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** regarding Approval of Interlocal Agreement between the City of Mustang and Canadian County District #2.

Assistant City Manager Battles stated the agreement is for Canadian County District #2 to assist with the construction of a new entry road into the park and additional parking lot south of the Library. He stated the County would provide manpower and equipment and the City would provide the surveying, drain pipe, and soil stabilizer stating once the County had completed the grading and stabilizing, Silver Star Construction would pave the parking lot and roadway. He stated this was budgeted for and approved in the FY2015 budget with the overall cost being \$325,000.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Jones** to Approve the Interlocal Agreement between the City of Mustang and Canadian County District #2.

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

NAY: None

2. **Public Hearing, Discussion, Consideration and Possible Action** regarding Approval of Conditional Use Permit Application CUP-3-19-15-1-27, Saleh M. Al-Zubi, 201 N. Pine Terrace, Mini-Storage.

Community Development Director Helsel stated this was the Conditional Use Permit (CUP) tabled from the last City Council meeting and being brought back to Council with additional conditions for consideration. She provided background information from the last meeting.

Helsel stated Staff is recommending approval of the CUP with the following conditions:

- Facility to be used for inside storage only;
- 8-foot Fence must surround the business;
- Property Owner must maintain paving width of 25 feet on N. Pine Terrace up to Entrance to Mini-Storage facility

Discussion was held concerning Code requirements for fencing and road width with fencing requirements only being 6 foot by code, and for this facility, the 6 foot masonry fence would only be required on the north and west sides which about R-E zoning. The road width requirements are normally 33 feet.

Other discussion included how narrow the street was especially when traffic comes out of the drive thru at the Bronco Stop. **City Manager Rooney** stated the applicant could not be required to make off-site improvements such as widening the road that is not part of his development. Further discussion included the additional cost on the applicant by requiring an 8 foot masonry fence on all sides and the road widening.

The applicant was asked if he was in agreement with the 8 foot masonry fence on all sides. Mr. Al-Zubi stated this would increase his costs considerably stating there was only one house that appeared to be affected. He also stated the metal storage unit would stand 9 foot tall which could be one of the walls.

Other discussion included Fire Department approval with it being stated yes, the Fire Department had approved the application and once the layout is completed, this would require approval as well.

MOTION was made by **Mayor Adams**, seconded by **Councilman Jones**, to open the matter for Public Hearing.

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

NAY: None

There were no requests to speak.

MOTION was made by **Mayor Adams**, seconded by **Councilman Schweinberg**, to close the Public Hearing.

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

NAY: None

MOTION was made by **Councilman Jones**, seconded by **Councilman Schweinberg**, to Approve Conditional Use Permit Application CUP-3-19-15-1-27, Saleh M. Al-Zubi, 201 N. Pine Terrace, Mini-Storage with the following conditions:

- Inside Storage only;
- 6 Foot Masonry Fence on the West and North sides;
- Extension of Street at 25 foot width back to entrance of facility

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

NAY: None

- *3. **Discussion, Consideration and Possible Action** regarding Approval of Change Order #1 for Project Titled 59th Street Bridge Waterline Relocation.

Assistant City Manager Battles provided background advising the City had been notified by Oklahoma City that they would be replacing the bridge on SW 59th street between Clear Springs Road and Czech Hall Road and would be constructing it to provide for a 4 lane bridge stating the City of Mustang would need to relocate our existing water line.

Battles stated the project was bid stating RDM Construction was awarded the contract in the amount of \$39,900. He stated once RDM Construction began site testing, they found some additional lines needing to be avoided that were not listed in the original plans; therefore, the contractor, working with Cowan Group Engineering, has requested a change order adding additional linear feet to the project.

Rebecca Poole with Cowan Engineering addressed the Council providing a power point explaining the different lines found and the process being recommended to complete the project. She stated the plan was to go deeper in the ground, but to also extend the lines on each end by approximately 100 feet each (218 feet to be exact). She stated the price per linear foot would remain the same, only the quantity would change.

Battles stated that safety was the first concern with the ability to work on the joints being the second, and it was felt this would be the best option with the bridge being constructed as a four lane bridge.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilman Riley**, to Approve Change Order #1 for Project Titled 59th Street Bridge Waterline Relocation in the amount of \$24,390.00.

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

NAY: None

- *4. **Discussion, Consideration and Possible Action** regarding Approval of an Amendment to Permanent Easement previously granted by Covenant Development Corporation to the City of Mustang for placement of a water line located in the Northeast Quarter (NE/4) of Section 17, Township 10 North, Range 3 West, Cleveland County, Oklahoma, I.M., to relocate the water line easement, and to authorize the Mayor to negotiate and execute the final document with the property owner, Westmoore Community Church, Inc., to effect such amendment.

This item was pulled under "H. New Business, Deletions or Continuances to the Agenda"

M. CITY ATTORNEY'S REPORT

None.

N. ADJOURNMENT

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

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

NAY: None

The meeting was adjourned at **8:26 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

**MUSTANG CITY COUNCIL
MUSTANG IMPROVEMENT AUTHORITY
BUDGET WORK SESSION
MAY 7, 2015**

The Mustang City Council met in a special Budget Work Session on May 7, 2015 at 6:00 p.m. in Meeting Rooms C & D of the Mustang Town Center. Notice of the Meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Tuesday, May 5, 2015 at 3:45 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 6:00 p.m.

B. ROLL CALL

Councilmembers Present: Riley
 Staples---arrived at 6:15 p.m.
 Grider
 Jones
 Schweinberg
 Adams

Councilmembers Absent: Hagan

C. DISCUSSION ITEMS

1. **Presentation, Discussion and Review** regarding the Proposed Annual Operating Budget for FY 2015-2016 for the City of Mustang/MIA.

City Manager Rooney stated there was an error in the printing of the Transmittal Memo by the vendor and once corrected, a new Transmittal Memo would be distributed to everyone. He stated **Finance Director Watts** and he would go through the power point presentation this evening and if the Council had questions, to please forward those to him and they would be addressed in the next budget meeting on Thursday, May 14, 2015.

The power point presentation is on file and available in the Office of the City Clerk.

GENERAL FUND

Projected Beginning Balance	\$ 2,200,000
Projected Revenues	\$ 21,096,915
Projected Expenditures	\$(21,248,155)
Projected Ending Fund Balance	\$ 2,048,760

Rooney stated the City would be using approximately \$151,000 of reserves, stating last year, the City used approximately \$343,000 in reserves and the year before that, approximately \$500,000. He stated the City was in better shape this year and that was with additional staff being proposed.

PROJECTED SALES TAX REVENUE

FY11:	\$7,469,445
FY12:	\$7,794,082
FY13:	\$8,340,520
FY14:	\$9,160,774
FY15:	\$9,611,700 (projected year to date as of 5/7/2015)
FY16:	\$9,900,000 (projected budget)

Rooney advised the budget represents a 3.0% increase from projected year-end sales tax for FY15.

Watts provided a summary of how money is transferred between accounts due to legal requirements.

GENERAL FUND – PERSONAL SERVICES

- New Police Officer
- New Firefighter
- New Grounds Keeper
- New Animal Control Officer (PT)
- New Library Youth Assistant (PT)
- Continued step increases ranging from 3% to 4% among all departments
- 3% Cost of Living Adjustment (COLA)

Rooney stated additional personnel are included in the proposed budget due to estimated increase in sales tax and ball complex revenues. He stated through negotiations with the FOP and IAFF, one Police Officer and one Fire Fighter would be added over the next three years with the understanding that Council approval would be needed for each year. He also stated the budget included other additional staff such as a Grounds Keeper, paid for through increased concession sales; a part time Animal Control Officer; and a part time Library Youth Assistant which would be funded through other Library cuts.

Rooney stated the budget also included step increases of 3% to 4% for all departments as well as a 3% Cost of Living Adjustment (COLA).

GENERAL FUND – EXPENDITURE CHANGES

- Oklahoma Municipal Retirement Fund mandated an increase from 10.64% to 11.79%
- Recommended transfer to Risk Management Fund from \$0 to \$37,500 to cover annual excess workers compensation coverage
- Enable Resolution 05-027 and amending 10% of sales tax revenue received in excess of \$800,000
- No increase in costs associated with employee health care

Rooney stated money was not transferred last year to the Risk Management Fund, but do recommend transferring \$37,500 this year to help cover any expenses. He stated two years ago, \$250,000 was transferred to this fund.

Watts stated the City was recommending enabling Resolution 05-027 again this year and provided some background regarding the Resolution. She also stated the City recommends increasing the excess amount from \$500,000 to \$800,000 to be more in line with sales tax received.

GENERAL FUND RESERVE

Projected Beginning Balance	\$ 3,000
Projected Revenues	\$ 6,100
Projected Expenditures	\$(0)
Projected Ending Fund Balance	\$ 9,100

Rooney stated the General Fund Reserve was established by Resolution in FY2006 for maintenance of city facilities, infrastructure, and other capital purchases. He also stated Ordinance No. 1105 was approved on July 15, 2015 to levy a tax (5%) on the rental of hotel and motel rooms within the City limits stating all taxes collected shall be deposited into the City's General Fund.

Watts stated this fund was originally created to be used for the construction of City Hall stating this fund would also be used for the Hotel/Motel tax. **Rooney** stated the City Council shall determine on a yearly basis the use of the room tax funds.

IMPOUND FEE FUND

Projected Beginning Balance	\$ 30,000
Projected Revenues	\$ 30,100
Projected Expenditures	\$(32,750)
Projected Ending Fund Balance	\$ 27,350

Watts stated the Impound Fee Fund was established by Ordinance No. 1102 on May 2, 2014 amending impoundment of vehicles and assessing an impound fee of \$100 to cover towing service expenses. She stated the Police Department plans to spend this money on training and education.

PARK IMPROVEMENT FUND

Projected Beginning Balance	\$ 40,000
Projected Revenues	\$ 74,400
Projected Expenditures	\$ (49,900)
Projected Ending Fund Balance	\$ 64,500

Watts stated this fund is used to account for the revenue received from business licenses (\$15 per license as required by ordinance) stating the funds are restricted for improvements to and development of the park system.

Watts stated the capital items proposed to be purchased are included in the power point and include items such as, but not limited to, additional items for dog park, picnic tables and benches, and two - 12x12 pavilions, etc.

ALCOHOL ENFORCEMENT FUND

Projected Beginning Balance	\$ 9,200
Projected Revenues	\$ 8,100
Projected Expenditures	\$ (8,250)
Projected Ending Fund Balance	\$ 9,050

Watts stated the Alcohol Enforcement Fund is used to account for fines and fees generated as a result of alcohol related tickets.

LIBRARY FUND

Projected Beginning Balance	\$ 20,000
Projected Revenues	\$ 13,700
Projected Expenditures	\$(33,700)
Projected Ending Fund Balance	\$ 0

Watts stated the Library Fund is used to account for restricted state grant agreements and fines generated as a result of overdue library materials.

TRAFFIC ENFORCEMENT FUND

Projected Beginning Balance	\$ 7,200
Projected Revenues	\$ 15,060
Projected Expenditures	\$(20,900)
Projected Ending Fund Balance	\$ 1,360

Watts stated the Traffic Enforcement Fund is used to account for fines and fees restricted for capital and training expenses related to traffic enforcement.

EMPLOYEE FLEX SPENDING FUND

Projected Beginning Balance	\$ 3,600
Projected Revenues	\$ 1,400
Projected Expenditures	\$ (5,000)
Projected Ending Fund Balance	\$ 0

Watts stated this is the Flexible Spending Program offered to employees which allows them to deposit a portion of their pre-tax income into the account maintained for health care expenditures.

2012 GO BONDS – TOWN CENTER EXPANSION

Projected Beginning Balance	\$ 167,500
Projected Revenues	\$ 500
Projected Expenditures	\$(168,000)
Projected Ending Fund Balance	\$ 0

Watts stated the 2012 GO Bonds for the Ball Complex are no longer part of the budget. She stated in June, 2012, the City issued \$2,050,000 combined purpose general obligation bonds, Series 2012, for the purpose of expanding the Town Center Building stating the funds are restricted and may only be spent on the new facility.

STREET/DRAINAGE FUND

Projected Beginning Balance	\$1,100,000
Projected Revenues	\$ 459,500
Projected Expenditures	\$ (653,500)
Projected Ending Fund Balance	\$ 906,000

Watts stated revenue for this fund comes from the General Fund and MIA ongoing transfers and are to be used for drainage and street improvements. She stated proposed expenditures include finishing the Heights project with 40% coming from FY15 and 60% from FY16, 89th Street Project from Morgan Road to County Line Road, as well as signalization at Wild Horse Park.

Councilwoman Staples arrived at this time.

DEBT SERVICE FUND

Projected Beginning Balance	\$ 255,000
Projected Revenues	\$ 354,000
Projected Expenditures	\$(314,520)
Projected Ending Fund Balance	\$ 294,480

Watts advised this fund is used to pay the 2012 GO Bonds stating the Debt Service Fund is used to account for ad-valorem taxes levied by the City then using those funds to make the 2012 Town Center payments. She stated in State law, this fund is referred to as the Sinking Fund.

LIMITED PURPOSE FUND

Projected Beginning Balance	\$ 910,000
Projected Revenues	\$ 887,000
Projected Expenditures	\$ (900,556)
Projected Ending Fund Balance	\$ 896,444

Watts stated the Limited Purpose Fund is a capital project fund used to purchase capital outlay stating the restricted 3rd penny sales tax collected (MIA) in excess of debt payments are set aside to the Limited Purpose Fund. She summarized the list of planned expenditures advising all the departmental requests were being funded this year. **Watts** stated the proposed ending balance of \$896,444 would roll into FY2017.

2014A SERIES BOND FUND

Projected Beginning Balance	\$ 460,000
Projected Revenues	\$ 2,492,200
Projected Expenditures	\$(2,244,020)
Projected Ending Fund Balance	\$ 708,180

Watts stated the City pledged the 4th penny of future sales tax for the repayment of Series 2006 Revenue Bonds. She stated proceeds from the notes provided financing for community facilities in 1999, which those bonds were refinanced in 2006. She stated the 2014A Notes refinanced the Series 2006 Revenue Bonds for the purpose of reducing maturity years by 3.33 years, note amount of \$7,740,000, and interest rate reduced from 5.0% to 2.1%

MUSTANG IMPROVEMENT AUTHORITY (MIA)

Projected Beginning Balance	\$ 2,136,000
<u>2014B</u> Restricted Carryover	\$ 7,195,238
Projected Revenues	\$ 17,653,020
Projected Expenditures	\$(17,757,350)
2014B Construction Projects	\$(7,195,238)
Projected Ending Fund Balance	\$ 2,031,670

Watts stated the MIA was established in 1963 to provide water, sewer, sanitation and recycling services to the public. She stated \$2,136,00 as well as the 2014B Restricted Carryover of \$7,195,238 would roll over into FY2016 and proposing a good amount would roll over into FY2017.

Discussion was held concerning the MIA Revenue and Expense charts stating \$700,000 was budgeted for water purchases from Oklahoma City advising rates had doubled. **Rooney** stated the goal was to bring this amount down and hopefully, would not have to purchase that much.

RISK MANAGEMENT FUND

Projected Beginning Balance	\$ 470,000
Projected Revenues	\$ 84,000
Projected Expenditures	\$(250,000)
Projected Ending Fund Balance	\$ 304,000

Watts stated the Internal Service Fund (Worker's Compensation Fund) is used to account for self-insured worker's compensation claims. She stated \$200,000 was being added for FY2016 with \$50,000 in current claims.

MIA RESERVE FUND

Projected Beginning Balance	\$ 270,000
Projected Revenues	\$ 385,000
Projected Expenditures	\$(276,950)
Projected Ending Fund Balance	\$ 378,550

Watts advised the MIA Reserve Fund is used for maintenance, infrastructure and capital purchases for the enterprise funds. She stated 33 1/3% of the connection fees will be appropriated for operating and maintaining utility systems, and 66 2/3% of connection fees for expanding and upgrading water and sewer utilities. She stated Ordinance No. 1106 added \$4.50 per month for each utility account for capital improvements to water and wastewater facility and line maintenance and construction.

Watts stated current projects included Meadow Lane sewer line construction and root control in sewer line to prevent sanitary sewer outflows and reduce pipe damage.

SEWER IMPACT FUND

Projected Beginning Balance	\$ 435,000
Projected Revenues	\$ 141,000
Projected Expenditures	\$ (100,000)
Projected Ending Fund Balance	\$ 476,000

Watts stated the Sewer Impact Fund is used to account for fees established per house top to developers, and funds are used to pay the Series 2009 Clean Water SRF Note to OWRB dated June 8, 2009 and future indebtedness. She stated these funds were used to expand the Wastewater Treatment plant.

2013 REFINANCING (1998A/B) FUND

Projected Beginning Balance	\$ 110,000
Projected Revenues	\$ 1,140,150
Projected Expenditures	\$(1,133,000)
Projected Ending Fund Balance	\$ 117,150

Watts advised money was transferred from MIA to make bond payments.

Rooney asked City Councilmembers to review the budget and power point presented this evening and to send any questions they may have to him to address at the next Budget Session.

Rooney stated the City is discussing, as a Cost of Living Adjustment (COLA), the possibility of increasing the retirement paid by the City for the non-uniformed employees in lieu of a pay increase as it is felt this would provide a greater overall benefit for the employees and would be the same as a 3% across the board increase. He stated this had not been decided yet and would like to discuss with employees and the HR Director stating the City had until July 1st to make a decision

Discussion also included sidewalk improvements, signalization, and park beautification.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 7, 2015
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D. ADJOURNMENT

MOTION was made by **Mayor Adams** and seconded by **Councilman Jones** to adjourn.

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

NAY: None

Meeting was adjourned at **6:50 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

**MUSTANG CITY COUNCIL
MAY 11, 2015
SPECIAL MEETING**

The Mustang City Council met in a Special Meeting on Monday, May 11, 2015, at 6:30 p.m. at the Mustang Town Center, 1201 N. Mustang Road, Meeting Rooms C & D, Mustang, Oklahoma. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Thursday, May 7, 2015, at 4:00 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

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

B. ROLL CALL

Councilmembers Present:	Riley
	Staples – Arrived at 6:36 p.m.
	Grider
	Jones
	Hagan
	Schweinberg

Councilmembers Absent:	Adams
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C. DISCUSSION ITEMS

1. **Discussion** regarding Presentation of Quarterly Financial Statements at City Council meetings.

City Manager Rooney stated quarterly presentations of the financial statements were added to the Council agendas at the request of former Councilman Taylor stating prior to this, they were never provided to the Council or public on a regular basis. He stated the quarterly financial statements are included in his City Manager's report and Councilmembers can ask questions regarding the reports during the City Manager's or City Council's portion of the agenda if needed. **Rooney** stated unless there was any objection, the quarterly financial reports would not continue to be placed on the agenda for presentation.

2. **Discussion** regarding Cox Franchise Agreement.

City Attorney Miller stated the current franchise agreement was extended to May 19, 2015, and another extension through August 18, 2015, will be requested at the next City Council meeting stating several revisions have been issued and more time was needed from both parties to finalize the agreement.

3. **Discussion** regarding Oklahoma Municipal Assurance Group Annual (OMAG) Elections.

City Manager Rooney stated OMAG was formed in 1977 by cities and towns needing life and health coverage for their employees and as needs changed through the years, they added liability, workers' compensation and property coverage to their plans. He stated the City utilizes OMAG as its insurer for its general liability, auto liability, public official bond, and physical property. He stated OMAG is an organization owned and governed by the member cities and towns it serves.

Rooney stated OMAG conducts elections for positions on their Board of Trustees with the Board consisting of seven members advising two positions were up for re-election this year for three year terms commencing on July 1, 2015. He stated there were seven nominees for the two available seats and listed the names of the nominees with two of the nominees being the current incumbents – Ms. Patti Shelite, Clerk/Town Administrator, Town of Fort Cobb, and Mr. Craig Stephenson, City Manager, City of Ponca City. **Rooney** stated staff is not aware of any concerns regarding OMAG or the service provided on the Board of Trustees over the last three years by Ms. Shelite or Mr. Stephenson and staff would be recommending the City of Mustang cast its official ballot in favor of those two. He also stated Mr. Stephenson was the current President of the Oklahoma City Managers Association.

4. **Discussion** regarding appointments to Various Boards and Commissions.

City Manager Rooney advised that yearly appointments are made to the ACOG Board and Committees after the Municipal Election and in addition to the ACOG Board, there are also necessary appointments that need to be made to the OEMA Trust and Traffic Commission.

He listed the ACOG Boards and Committees (listed below) providing the dates and times they meet stating the current representative was **Mayor Adams** with **Councilman Jones** as the Alternate:

- ACOG Board of Directors
- Intermodal Transportation Policy Committee (ITPC)
- Garber Wellington Policy Committee (GWPC)
- 911 Association Board of Directors

Rooney stated the current OEMA representative was **Councilwoman Hagan** with former Councilwoman Bowers serving as the alternate and stated the current representative for Traffic Commission was **Councilwoman Staples**.

Rooney encouraged Council to appoint a staff member, such as the City Manager or his designee, as an alternate for the ACOG Committees and the OEMA Board because there have been times when the member and the alternate were not able to attend; whereas, a staff member could be there. He stated the City is left without representation when no one is able to attend.

Discussion was held concerning who would be interested to serve on the Boards and Committees with the following be requested:

- ACOG Board – Mayor Adams as member with Councilman Grider as alternate;
- ACOG Committees – Mayor Adams as member with Councilman Grider or Staff member as alternate;
- Traffic Commission – Councilwoman Staples;
- OEMA – Councilwoman Hagan as member with Councilman Jones or Staff member as alternate;

5. **Discussion** regarding Automated Teller Machine ("ATM") to be Placed at the Mustang Town Center.

City Manager Rooney stated due to business purposes such as at the Library where cash is needed for fines, and for purchases at the ball field concession stands, it was brought to the City's attention that an ATM nearby would be helpful.

He stated Staff requested proposals from different financial institutions in town with one submitting an offer. He stated Cornerstone Bank submitted a proposal stating the ATM would be located near the SE corner of the Library and the City of Mustang would receive \$.50 of every \$2.50 transaction fee received. He stated the cost to the City would be minimal which included providing electricity and Wi-Fi connection to operate the ATM as well as other minor services.

Discussion included if there were any security or liability concerns with it being stated the bank would assume all liability and security.

Rooney stated the agreement term was five years with an additional three – five year options to renew for a total of 20 years. He stated the City would agree that no other ATMs would be allowed on the Town Center, Wild Horse Park, Sports fields or any other area with the City's surrounding property.

6. **Discussion** requested by Councilor Schweinberg regarding use of Staff Resources when responding to Requests for Information.

City Manager Rooney stated this item was discussed in the March 9, 2015 Work Session where hourly information was provided by **Finance Director Watts** and himself. He stated a legal opinion on the matter provided by **City Attorney Miller** was included in Council's packets for their information and review and asked if any further action was needed.

Vice Mayor Schweinberg provided a brief history of what led up to this discussion item for the new Councilmembers and stated the opinion answered the questions he had. He asked if anyone else had any other questions, with there being none.

7. **Discussion** regarding Code of Ethics.

City Manager Rooney stated this item was a follow up from the March 9, 2015 Work Session advising a Code of Ethics had been adopted by the City Council on March 21, 2006 which stated, "members of boards and commissions and newly elected and appointed officials shall sign a statement affirming they read and understand the City of Mustang Code of Ethics" as well as "the Code of Ethics shall be reviewed annually by the City Council, boards and commissions, and the City Council shall consider recommendations from boards and commissions and update as necessary". He stated with that in mind, Staff will begin including the Code of Ethics and the signature affirmation with all elected and appointed officials moving forward and would bring to the May 19, 2015 City Council meeting for Councilmembers to sign.

Councilwoman Hagan stated she read and understood the Code; however, she would not sign it. She stated she was not going to say she was an outstanding citizen – that she was the same as everyone else.

Discussion was held regarding whether you had to sign it since it said "shall sign a statement affirming they read and understood" with it being stated that was how it reads, not that the Councilmember or board member agreed with them, only that they have read and understood them.

Vice Mayor Schweinberg requested this item be placed on the May 19, 2015 City Council meeting for discussion.

8. **Discussion** regarding Selection of Date for New Council Orientation.

City Manager Rooney requested the new Councilmembers, Councilman Riley and Councilman Grider, pick a day or evening between now and the next Work Session (which would be July 13th) to attend a New Council Orientation to help familiarize them with City operations including tours of the Water and Wastewater plant, water wells, and other departments. He stated an agenda would be posted in order for other Councilmembers to attend if they chose to do so. Both Councilmembers are to get back with the City Manager to set a date.

9. **Discussion** regarding Resolution of Support for Detachment of Land within the Oklahoma City City limits.

City Manager Rooney stated this item was discussed in the March 9, 2015 Work Session and provided a summary for the new Councilmembers advising the area outlined in orange on the map included in the packets was the land where property owners were interested in de-annexing from Oklahoma City and showing an interest in the City of Mustang annexing them. He stated there were other property owners outside of this property who may also be interested.

Rooney stated the first step in this process is for the Mustang City Council to approve a Resolution stating the City is in support of the property owners seeking de-annexation from Oklahoma City. He stated a yes vote does not mean you have to vote yes on the de-annexation, but instead saying you were good with them trying.

Discussion was held regarding any costs to the City with it being stated not at this time, but could have costs long term in road maintenance, infrastructure and that sort of thing.

D. ADJOURNMENT

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

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

NAY: None

The meeting was adjourned at **7:03 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

**MUSTANG CITY COUNCIL
MUSTANG IMPROVEMENT AUTHORITY
BUDGET WORK SESSION
MAY 14, 2015**

The Mustang City Council met in a Special Budget Work Session on May 14, 2015 at 6:00 p.m. in the Library Community Room of the Mustang Town Center. Notice of the Meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Tuesday, May 12, 2015 at 2:10 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Mayor Adams called the meeting to order at 6:04 p.m.

B. ROLL CALL

Councilmembers Present:	Riley Staples---arrived at 6:11 p.m. Grider Jones Hagan Schweinberg Adams
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Councilmembers Absent:	None
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C. DISCUSSION ITEMS

1. **Discussion and Review** regarding the Proposed Annual Operating Budget for FY 2015-2016 for the City of Mustang/MIA.

City Manager Rooney handed out new transmittal letters to replace the ones in the budget as there was an error in printing. He also handed out a list of questions submitted by Councilmembers with answers to those questions. He stated the answer to the question regarding the Cost of Living Adjustment (COLA) estimates was calculated quickly, but **Finance Director Watts** checked it again with the estimate being approximately \$133,000 (as answered) to \$145,000.

Rooney stated the next step in the process is a Public Hearing on June 2nd and Staff would be placing graphs, charts, etc. on the Council Chamber walls as done last year for public viewing. He stated by law, the budget must be adopted by June 15th; therefore, if the budget is not approved in the June 2nd meeting, a special meeting would have to be held to approve it as the next regular Council meeting is June 16th.

Discussion was held concerning sidewalk projects. **Rooney** stated funds were included for sidewalks in the Street/Drainage Fund stating the City Manager's report would list sidewalks to be completed with FY15 funds and would have a better idea of what sidewalks could be installed for FY16 as the new fiscal year begins. He stated he wanted to avoid areas with new development as sidewalks could be required by the developers. **Rooney** stated areas with gaps in the sidewalks would most likely be completed first as on Highway 152 and near the schools.

Assistant City Manager Battles stated engineer plans did include sidewalks for park improvements for future use, but do not have money in the budget for that area at the moment, plus the drainage channel was an issue needing to be addressed first.

Councilwoman Staples arrived at this time.

Councilwoman Hagan asked for the budget supplementals that occur throughout the year be explained for the new Councilmembers.

Finance Director Watts stated the next year's budget must be approved by June 15, 2015, with it going into effect July 1, 2015. She stated throughout the year, departments receive grant money, donations, insurance reimbursements, etc. to be added to the budget and these must go through Council as only the Council has authority to increase or decrease the budget. She stated the City Manager has authority to transfer within a fund.

Rooney stated with all the rain and flooding issues that have occurred this month, he wished he had proposed a storm water management fee, but stated he does anticipate requesting this next year as the City obviously does have drainage issues. He stated a master drain study throughout the community would need to be performed.

Discussion was held concerning the flooding and drainage issues. **Battles** stated he was compiling a list of drainage and flooding issues from calls received from citizens and would forward this list to the County Emergency Manager to help in filing an emergency application with FEMA. He stated if the area is declared an emergency, citizens would be able to file for help from FEMA.

MUSTANG CITY COUNCIL / MIA BUDGET SESSION
MAY 14, 2015
PAGE 3

Other discussion included the Comprehensive Plan Update with it being stated this was funded and is included in the Limited Purpose Fund.

Discussion was also held concerning the COLA decision for non-uniformed employees of either providing a pay adjustment or providing additional retirement and whether or not this decision would go before the Council.

Rooney stated the cost is comparable and stated the COLA would be funded if approved in the budget, but the decision to increase pay or increase retirement would not go before Council. He stated if the retirement plan itself is changed, that would go before Council for approval.

D. ADJOURNMENT

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

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

NAY: None

Meeting was adjourned at **6:24 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 MAYOR AND COUNCIL						
15-1929	01-J0040	JGVE, INC.	ENGINEERING FEES	5/2015	15051201	1,562.50
15-1880	01-V0007	VICKERS PHOTOGRAPHY INC	NEW COUNCIL MEMBERS PHOTO	5/2015	201505111146	450.00
15-0556	01-W0001	WHEATLEY, SEGLER, OSBY & MILEGAL SERVICES		5/2015	201505141158	9,156.91
15-1742	01-Y0040	YUKON TROPHY & AWARDS INC	NAME PLATES FOR COUNCIL	5/2015	415250	26.15
DEPARTMENT TOTAL:						11,195.56
DEPARTMENT: 11 CITY MANAGER						
15-0113	01-06610	PREMIER SOURCE, LLC	HEALTH BENEFIT CONSULTING	5/2015	201505111124	2,083.25
15-0172	01-A0122	ALLIANCE MAINTENANCE, INC	CITY HALL JANITORIAL	5/2015	70734	880.00
15-0127	01-C0020	CANADIAN COUNTY CLERK	FILING FEES	5/2015	R401798	13.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	9.00
15-0108	01-I0104	INVESTIGATIVE CONCEPTS, INC	BACKGROUND CHECKS	5/2015	1212122349	136.95
15-1876	01-M0001	MUSTANG NEWS CORPORATION	AD FOR GROUNDSKEEPER	5/2015	59707-001	105.00
15-1616	01-M0234	MUSTANG TIMES	PUBLICATIONS	5/2015	MT94144	48.80
15-1877	01-M0234	MUSTANG TIMES	AD FOR GROUNDSKEEPER	5/2015	MT94207	88.00
15-1869	01-P0045	PETTY CASH	PETTY CASH EXPENDITURES	5/2015	201505111143	80.00
15-0109	01-V0106	VALIR OUTPATIENT CLINIC	MANDRUG SCREENS	5/2015	201505141159	450.00
15-0556	01-W0001	WHEATLEY, SEGLER, OSBY & MILEGAL SERVICES		5/2015	201505141158	612.00
15-1800	01-Y0034	YUKON REVIEW, INC	AD FOR GROUNDSKEEPER	5/2015	YR86336	96.00
DEPARTMENT TOTAL:						4,602.00
DEPARTMENT: 12 LIBRARY						
15-0866	01-B1023	BAKER N TAYLOR	BOOKS FOR CHILDREN & TEEN	5/2015	5013596621	22.60
15-1169	01-B1023	BAKER N TAYLOR	BOOKS FOR COLLECTION	5/2015	5013596622	531.11
15-1474	01-B1023	BAKER N TAYLOR	CHILDRENS BOOKS	5/2015	5013609568	11.20
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	12.00
15-0614	01-F0094	FUELMAN OF OKLAHOMA	FUEL FOR LIB. VEHICLE	5/2015	NP44279770A	22.23
15-1898	01-00141	OSU-TULSA LIBRARY	REPLACEMENT CHARGE/BOOK	5/2015	2015050501	27.02
DEPARTMENT TOTAL:						626.16
DEPARTMENT: 13 PARKS AND RECREATION						
15-1867	01-00560	JAMES HILLIS	SOCCER RESTROOMS/PORTABLE	5/2015	12725	147.00
15-1903	01-03890	C & A ENTERPRISES	CAMP SHIRTS	5/2015	1113	789.50
15-1786	01-A0084	C.W.COOK INC.	PRINTER RIBBON	5/2015	1038036	607.62
15-1149	01-B1019	BEN E KEITH FOOD SERVICE	SNACKS FOR ASP	5/2015	62728307	306.56
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	18.00
15-0943	01-F0094	FUELMAN OF OKLAHOMA	FUEL FOR VEHICLES	5/2015	NP44279770B	582.07
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111134	4,264.47
15-1887	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505111141	27.97
15-1930	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505141156	36.76
15-1793	01-P0071	LISA POWERS	FACE PAINTING	5/2015	201505111130	150.00
15-1890	01-S0236	SWANK MOTION PICTURE	MOVIE LICENSE FOR EVENT	5/2015	2046560	401.00
DEPARTMENT TOTAL:						7,330.95

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15 GENERAL GOVERNMENT						
15-1853	01-03180	CENTRAL GLASS AND MIRROR,	IWINDOW SEAL REPAIR	5/2015	94269	565.10
15-0280	01-H0040	BILLY R HOWELL	PEST CONTROL	5/2015	201505131152	600.00
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111134	674.16
15-0662	01-S0085	SILVER STAR CONSTRUCTION	COMAINTENANCE CONTRACT	5/2015	23198	60,493.75
15-1920	01-S0085	SILVER STAR CONSTRUCTION	COMAINTENANCE CAP	5/2015	23182	9,823.41
15-0171	01-S0173	STANDLEY SYSTEMS	ANNUAL COPIER LEASE	5/2015	496538	2,470.97
DEPARTMENT TOTAL:						74,627.39
DEPARTMENT: 16 TRANSFERS						
15-1909	01-M0210	MUSTANG IMPROVEMENT	SALES TAX TRANSFER	5/2015	201505111123	421,569.31
15-1559	01-S0205	STREET IMPROVEMENT FUND	MONTHLY TRANSFER	5/2015	201505111117	26,000.00
DEPARTMENT TOTAL:						447,569.31
DEPARTMENT: 18 TOWN CENTER						
15-1060	01-A0122	ALLIANCE MAINTENANCE, INC	CLEANING OF TOWN CENTER	5/2015	70733	4,435.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	3.00
15-1931	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS TRANSPORTATION CHARGE	5/2015	81511504	102.20
15-1293	01-E0065	INTERLINE BRANDS, INC	CLEANING SUPPLIES	5/2015	335966032	257.14
15-1674	01-E0065	INTERLINE BRANDS, INC	SUPPLIES	5/2015	335966040	226.86
15-1165	01-H0071	HUNZIKER BROTHERS	LIGHT BULBS	5/2015	S1581460.001	17.70
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111134	8,596.40
DEPARTMENT TOTAL:						13,638.30
DEPARTMENT: 19 BALL COMPLEX						
15-1867	01-00560	JAMES HILLIS	SOCCER RESTROOMS/PORTABLE	5/2015	12631,12725	185.00
15-1917	01-02970	SPRINKLER WORKS	REPAIR CONTROL BOX	5/2015	2421	898.05
15-1618	01-B0154	ICE MAKER SALES & SERVICE,	REPAIR ICE MACHINE	5/2015	1035808A	150.00
15-1861	01-B0154	ICE MAKER SALES & SERVICE,	ICE MACHINE REPAIRS	5/2015	1035808	476.19
15-1598	01-B1019	BEN E KEITH FOOD SERVICE	SUPPLIES FOR CONCESSION	5/2015	62711314	488.88
15-1791	01-B1019	BEN E KEITH FOOD SERVICE	SUPPLIES FOR CONCESSION	5/2015	62724834	3,013.73
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	3.00
15-0536	01-E0016	ECKROAT SEED COMPANY	CHALK, FERT., FIELD DRY	5/2015	33952	965.20
15-1732	01-E0065	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	5/2015	335229787	863.64
15-1763	01-F0094	FUELMAN OF OKLAHOMA	FUEL CHARGES	5/2015	NP44279770D	460.20
15-1716	01-I1119	STEPHEN WHOLESALE CO, INC.	DRINKS & FOOD FOR CONCESS	5/2015	6278331	862.02
15-1750	01-M1000	MAZZIO'S PIZZA	PIZZAS TO SELL AT CONCESS	5/2015	545114	26.00
15-1599	01-N0025	FIRST CHOICE COFFEE	SUPPLIES FOR CONCESSION	5/2015	107479	79.95
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111134	1,968.06
15-1930	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505141156	835.65
15-1790	01-P0144	BOTTLING GROUP, LLC	DRINKS FOR CONCESSIONS	5/2015	94481554	2,393.72
15-1822	01-S8858	SHATWELL'S TURF MANAGEMENT	WEED TREATMENT	5/2015	201505111145	1,925.00
DEPARTMENT TOTAL:						15,594.29

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 20		AQUATICS				
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111134	181.79
15-1787	01-S0093	SMART TECHNOLOGIES INC	DESK TOP COMPUTERS	5/2015	716341	996.13
DEPARTMENT TOTAL:						1,177.92
DEPARTMENT: 21		FINANCE				
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	21.00
DEPARTMENT TOTAL:						21.00
DEPARTMENT: 31		COMMUNITY DEVELOPMENT				
15-1577	01-02950	VERIZON WIRELESS	CELL PHONE BILLS	5/2015	9744389132C	229.78
15-1575	01-B0151	AUTO PLACE INC.	REPLACE HEATER CORE	5/2015	5855	172.02
15-1132	01-C0020	CANADIAN COUNTY CLERK	FILING OF LIENS & ABATEME	5/2015	R409091	28.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	15.00
15-1036	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	5/2015	NP44279770	513.82
15-1663	01-00096	OKLAHOMA UNIFORM BUILDING C	MECHANICAL WORKBOOK	5/2015	50120152	25.25
15-1576	01-01075	OK UNIFORM BUILDING CODE C	OCOLLECTION OF STATE FEES	5/2015	201505111138	552.00
15-1869	01-P0045	PETTY CASH	PETTY CASH EXPENDITURES	5/2015	201505111143	7.99
15-1740	01-Y0040	YUKON TROPHY & AWARDS INC	NAME PLATE	5/2015	415245	12.15
DEPARTMENT TOTAL:						1,556.01
DEPARTMENT: 41		POLICE				
15-0031	01-02950	VERIZON WIRELESS	MOBILE DATA USAGE	5/2015	9744645524	1,474.16
15-1927	01-04870	KELLY GITCHEL	REIMBURSEMENT FOR PANTS	5/2015	201505131153	54.65
15-0153	01-A0039	A.S.C. INC.	AUTO PARTS	5/2015	24207	558.00
15-0044	01-A0122	ALLIANCE MAINTENANCE, INC	DEPARTMENT CLEANING	5/2015	70735	1,295.00
15-0041	01-B0151	AUTO PLACE INC.	VEHICLE REPAIRS	5/2015	6026	304.00
15-1483	01-B0258	BAYSINGERS POLICE SUPPLY	PROTECH VEST W/ACCESSORIE	5/2015	2207A	3,209.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	96.00
15-1931	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS TRANSPORTATION CHARGE	5/2015	81511504	493.70
15-0033	01-D0090	DEPT OF PUBLIC SAFETY	OLETS USER FEES	5/2015	04-1507916	350.00
15-0047	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	5/2015	NP44279725	3,798.84
15-1836	01-M1030	MEADOWS CENTER FOR OPP.	SHREDDING OF RECORDS	5/2015	991248	186.40
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111134	4,268.50
15-0036	01-P0086	JIMANI VENTURES, INC.	OIL CHANGES	5/2015	227500	179.94
15-1620	01-P0100	PROGRAPHICS, INC	POLICE DEPT ENVELOPES	5/2015	2430	54.30
15-0026	01-Q0010	QUILL CORPORATION	OFFICE & JAIL SUPPLIES	5/2015	3936467	68.96
15-0059	01-S0206	STOLZ TELECOM, LLC	VEHICLE REPAIRS	5/2015	1095	195.00
15-0034	01-T1055	TOWN PLAZA CLEANERS	UNIFORM/JAIL CLEANING	5/2015	201505131155	382.00
DEPARTMENT TOTAL:						16,968.45

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 42 ANIMAL CONTROL						
15-1283	01-02950	VERIZON WIRELESS	CELL PHONE SERVICE	5/2015	9744389132A	64.46
15-0029	01-03090	WILLIAM A AND LAURA L RIDLEACO	LAUNDRY SERVICE	5/2015	8262	76.58
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	3.00
15-0047	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	5/2015	NP44279725	101.91
15-1223	01-M0236	MUSTANG VETERINARY HOSP	MO. VETERINARIAN CHARGES	5/2015	201505111133	170.00
DEPARTMENT TOTAL:						415.95
DEPARTMENT: 51 FIRE						
15-1878	01-01250	JOE N GODDARD	REPAIR STORM SIREN #7	5/2015	7132-15-079	675.00
15-1828	01-A0110	ALL SEASON BUILDING SUPPLY,	BUILDING MAINT.	5/2015	28042	9.98
15-1751	01-A0122	ALLIANCE MAINTENANCE, INC	FLOOR BUFF & WAX	5/2015	71309	175.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	5/2015	201505111129	54.00
15-0133	01-C1012	JOHN GARCIA	LAWN SPRAYING	5/2015	42189	135.00
15-1605	01-F0094	FUELMAN OF OKLAHOMA	FUEL FOR VEHICLES	5/2015	NP44279769	1,013.59
15-1731	01-G0082	BILL JUSTICE	PALS INSTRUCTOR CERT.	5/2015	113	450.00
15-1720	01-J0043	JIM JOHNSON OIL COMPANY	55 GA. SOLVENT	5/2015	K6376	285.00
15-1831	01-00025	O'REILLY AUTOMOTIVE, INC	VEHICLE REPAIR - MAINT.	5/2015	0309-445499	65.74
15-1852	01-00025	O'REILLY AUTOMOTIVE, INC	STORM SIREN BATTERIES	5/2015	0309-445110	181.44
15-1887	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505111141	1,018.93
15-1110	01-00215	OSU FIRE SERVICE TRAINING	FIRE OFFICER II TRAINING	5/2015	53355	275.00
15-1218	01-00215	OSU FIRE SERVICE TRAINING	FIRE OFFICER 2	5/2015	53355A	275.00
15-1268	01-00215	OSU FIRE SERVICE TRAINING	FIRE OFFICER 2 TRAINING	5/2015	53355B	275.00
15-1900	01-00227	OVERHEAD DOOR COMPANY	EMERGENCY PO	5/2015	201505111136	170.00
15-1784	01-P0100	PROGRAPHICS, INC	RUN (ORANGE) CARDS	5/2015	2427	96.80
DEPARTMENT TOTAL:						5,155.48
DEPARTMENT: 61 STREETS						
15-1871	01-C0010	CADDO ELECTRIC CO-OP INC	ELECTRIC SERVICES	5/2015	201505111131	1,884.10
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111134	1,046.77
15-1887	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505111141	13,056.36
15-1897	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505111139	63.40
15-1922	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505121148	107.11
15-1930	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505141156	108.00
DEPARTMENT TOTAL:						16,265.74
FUND TOTAL:						616,744.51

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PURCHASE ORDER CLAIM REGISTER

PAGE: 5

FUND: 07 - LIBRARY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 07 ADMINISTRATION						
15-1613	01-05250	COMTECH DESIGN, PRINT & MAICHILDRENS CALENDARS, EVEN			5/2015 122927	1,110.17
DEPARTMENT TOTAL:						1,110.17
FUND TOTAL:						1,110.17

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PURCHASE ORDER CLAIM REGISTER

PAGE: 6

FUND: 12 - 2012 GO BOND-TOWN CENTER

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		ADMINISTRATION				
15-1360	01-S0010	SAM'S CLUB	FOLDING TABLES & CHAIRS	5/2015	201505111144	7,008.20
DEPARTMENT TOTAL:						7,008.20
FUND TOTAL:						7,008.20

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PURCHASE ORDER CLAIM REGISTER

PAGE: 7

FUND: 27 - DEBT SERVICE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 08 G O BONDS						
15-1780	01-B0042	BANK OF OKLAHOMA	2012 GO BONDS	5/2015	201505111120	288,903.75
DEPARTMENT TOTAL:						288,903.75
FUND TOTAL:						288,903.75

FUND: 39 - LIMITED PURPOSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 19 BALL COMPLEX						
15-1443	01-B1019	BEN E KEITH FOOD SERVICE	TABLES FOR CONCESSIONS	5/2015	62670268	500.00
DEPARTMENT TOTAL:						500.00
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
15-1907	01-0177	OK TAX COMM.	TAGS FOR DODGE RAM	5/2015	201505111137	39.00
DEPARTMENT TOTAL:						39.00
DEPARTMENT: 41 POLICE						
15-1688	01-J0063	J&T TRUCK ACCESSORIES	INSTALL GRILL & STEP SIDE	5/2015	15661	990.00
DEPARTMENT TOTAL:						990.00
DEPARTMENT: 51 FIRE						
15-1333	01-C0095	CHIEF FIRE & SAFETY CO	BRUSH PUMPER BUILD-OUT	5/2015	178291	39,139.00
DEPARTMENT TOTAL:						39,139.00
FUND TOTAL:						40,668.00

FUND: 69 - RISK MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
15-1873	01-01920	MCMC, LLC	WORKERS COMP CLAIM	5/2015	201505111127	6.00
15-1874	01-03360	EDMOND SPINE & ORTHOPEDIC	SWORKERS COMP CLAIM	5/2015	201505111126	83.81
15-1875	01-P0097	POAGE EYECARE, PC	WORKERS COMP CLAIM	5/2015	201505111128	80.00
DEPARTMENT TOTAL:						169.81
FUND TOTAL:						169.81
GRAND TOTAL:						1,655,620.42

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. **ITEM NO.** F-6
2. **MEETING DATE:** May 19, 2015
3. **TITLE:** Approval to turn past due library accounts over to collection agency.
4. **COUNCIL ACTION:** Approve/Deny
5. **INITIATOR:** Janet Watts, Finance Director
6. **BACKGROUND:**
The attached library accounts are past due and need to be sent to collections.
The total balance is \$272.82 collection agency fees.
7. **FINANCIAL IMPACT:**
Inventory loss of \$272.82
8. **STAFF COMMENTS:** Recommend Approval
9. **STAFF SOURCE:** Desiree Webber, Library Director
10. **CITY ATTORNEY COMMENTS:**
11. **RESOLUTION/ORDINANCE NO.** N/A

Council Copy
Accounts Sent to Collections
for April 2015

	Acct #	Name - Responsible Party	City State Zip	Book Balance
1	0058254	BLACK, LINDA KAY	YUKON, OK 73099	\$53.95
2	0063292	GROGAN, NATHAN A	TUTTLE, OK 73089	\$147.89
3	0047559	KNIGHT, KRISTY E	YUKON, OK 73099	\$70.98
			TOTAL FOR INDIVIDUALS	\$272.82
		Family Groups		
		(None)		
			FAMILY TOTAL	\$0.00
			OVERALL TOTAL	\$272.82

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. ITEM NO. F-7

2. MEETING DATE: May 19, 2015

3. TITLE:

Discussion, Consideration and Possible Action to Approve Resolution No. 15-053 for a Budget Supplemental in the General Fund for the Fiscal Year 2014-2015.

4. COUNCIL ACTION: Approve/Deny

5. INITIATOR: Janet Watts, Finance Director

6. BACKGROUND:

The Fire Department received \$4,525 from the Mustang Oklahoma Fire Fighters Association (volunteers) on behalf of the Mustang Fire Department for the purchase of a trailer.

A supplemental appropriation to increase the General Fund in the amount of \$4,525 to be appropriated in fiscal year 2015.

7. FINANCIAL IMPACT:

8. STAFF COMMENTS:

9. STAFF SOURCE: Carl Hickman, Fire Chief

10. ORDINANCE /RESOLUTION NO. 15-053

RESOLUTION NO. 15-053

A RESOLUTION TO MAKE CHANGES IN THE GENERAL FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2014-2015 FISCAL YEAR BUDGET BY \$4,525.

WHEREAS, the Fire Department received \$4,525 from the Mustang Oklahoma Fire Fighters Association (volunteers) on behalf of the Mustang Fire Department for the purchase of a trailer;

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:	
Donations (01-45100)	\$4,525
Expenditures:	
Services/Equipment (01-551-5971)	<u>4,525</u>
Total	<u>\$4,525</u>

This is to certify that the above and foregoing Resolution was dully **ADOPTED** and **APPROVED** by the Mayor and City Council this **19th** day of **May 2015**.

Mayor

ATTEST:

City Clerk

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. ITEM NO. F-8
2. MEETING DATE: May 19, 2015
3. TITLE: Approval of Automated Teller Machine "ATM" site for the Mustang Town Center as Submitted by Cornerstone Bank
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Janet Watts, Finance Director
6. BACKGROUND:

Staff requested a proposal for an Automated Teller Machine "ATM" site at the Mustang Town Center. The strategic placement of an ATM machine is to have optimal ease of access and convenience for our citizens. Intrust Bank and Bank of Commerce stated that there may not be sufficient transactions to economically support this type of investment at this time, therefore, did not provide the City with a proposal.

Cornerstone Bank submitted a proposal to be located near the SE corner of the Library. Transaction fees will not be charged to Cornerstone Bank customers. All other customers will be charged a \$2.50 transaction fee to use the ATM. The City of Mustang will receive \$.50 of every \$2.50 transaction income produced by the ATM on a monthly basis. Cornerstone Bank's responsibilities will be to install and operate the ATM. Construction and connection to electricity including removing curbing and widening the existing drive to a minimum of 12 feet are estimated between \$60,000 to \$70,000.

The agreement will be five years with an additional three, five year options to renew, for a total of 20 years. City agrees that no other ATMS will be allowed on the Town Center, Wild Horse Park, Sports fields or any other area within the City's surrounding property.
7. FINANCIAL IMPACT: Electricity and Wi-Fi connection to operate ATM, striping/arrows on the pavements to indicate traffic flow for the ATM, mow and irrigate the grass surrounding the ATM which the City already does in this area.

8. STAFF COMMENTS: Recommends Approval

9. STAFF SOURCE: Janet Watts, Finance Director

10. ORDINANCE NO. NA

11. ATTACHMENTS: Agreement



CITY OF MUSTANG ATM AGREEMENT

This Agreement between the City of Mustang ("City") and Cornerstone Bank ("Bank") will outline the details of an Automated Teller Machine ("ATM") to be installed by the Bank on property owned by the City.

ATM location:

City Town Center parking lot near the SE corner of the Library.

Type of ATM to be installed:

Nautilus Hyosung touch screen

- The machine will dispense \$20 bills.
- The machine will dispense cash, but will not take deposits.

Transaction fees:

- Cornerstone Bank customers will not pay a transaction fee for usage of the ATM.
- All other customers will be charged a \$2.50 transaction fee to use the ATM.

City of Mustang Revenue Sharing:

The City of Mustang will receive \$.50 of every \$2.50 transaction fee income produced by the ATM. The income will be paid to the City on a monthly basis.

The City of Mustang's responsibilities for the installation and ongoing operation of the ATM:

- The City will provide the electricity to operate the ATM.
- The City will provide wi-fi connection for operation of the ATM.
- The City will provide and maintain striping/arrows on the pavement to indicate traffic flow for the ATM.
- The City will mow and irrigate the grass surrounding the ATM on an ongoing basis.

Cornerstone Bank's responsibilities for the installation and ongoing operation of the ATM:

- The Bank will pay all costs incurred in the construction of the ATM and its connection to electricity accessed at a nearby light pole. This includes removing curbing and widening the existing drive to a minimum of 12 feet.
- The Bank will provide wiring and connection between Town Center wi-fi and the ATM.
- The Bank will stock and maintain the ATM in good working order.
- The Bank will be responsible for ongoing maintenance of the ATM.

405.376.7000 • Fax: 405.376.7007

Business Banking Center • P.O. Box 830 • 1426 N. Mustang Road • Mustang, Oklahoma 73064

Other Terms of Agreement:

- The initial term of the Agreement will be five years beginning on the date the ATM is open for business, with an additional three, 5 (five) year options to renew, for a total of 20 years.
- City agrees that no other ATMs will be allowed on the Town Center, Wild Horse Park, Sports fields or any other area within the City's surrounding property.
- The architectural design of the ATM will be consistent with the existing design of Mustang Town Center, and the final design will be approved by the Bank and by the City.
- Bank logo and other Bank marketing will be prominently displayed on the ATM.

Acknowledgment:

Jay Adams
Mayor
City of Mustang

Date



Danny Lawson
Market President
Cornerstone Bank

5-7-15

Date

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. F-9
2. MEETING DATE: May 19, 2015
3. TITLE: Cox Cable Franchise Agreement – Extension of Time
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: As was discussed at the May 11, 2015 City Council Work Session, Mr. Miller and Legal Counsel for Cox Cable continue to work on the development of a new franchise agreement between the City of Mustang and Cox Communications. Both parties are requesting another extension of time to the existing franchise agreement in order to finalize a new one to be reviewed by the City Council.

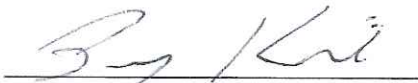
The proposed extension would expire on August 18, 2015.
7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Mr. Jon Miller, City Attorney
10. RESOLUTION / ORDINANCE: None

CABLE FRANCHISE EXTENSION AGREEMENT

This Cable Franchise Extension Agreement is made and entered into this 19th day of May, 2015, by and between the City of Mustang, a municipal corporation, hereafter referred to as the "City", and CoxCom, Inc., a Delaware limited liability company qualified to do business in the State of Oklahoma, hereafter referred to as the "Company."

1. The City granted a franchise to the Company on September 14, 1999, which franchise was for a term of fifteen (15) years.
2. The Company requested renewal of its franchise.
3. The City and the Company are negotiating the renewal of said franchise and need additional time to conclude such negotiations.
4. City and Company hereby agree that the terms of the Company's existing franchise should be and are hereby extended until August 18, 2015.

CoxCom, Inc.:



Name: Percy Kirk

5/13/15

Date

Title: Vice President, General Manager

City:

APPROVED by the City Council of The City of Mustang, Oklahoma, on the ____ day of May, 2015.

MAYOR

ATTEST:

City Clerk

APPROVED as to form this 19th day of May, 2015.

Municipal Counselor

The City of Mustang

Proclamation

WHEREAS, the Mustang Broncos Small Advanced Cheer Squad had a very successful season; and

WHEREAS, the Small Advanced Cheer Squad participated in the 2015 National Championships at the NCA Competition in Dallas, Texas on January 24-25, 2015; and

WHEREAS, the Mustang squad finished with a final score of 95.80 and finished with a zero deduction score on the final day of competition; and

WHEREAS, with that final score of 95.80 the Mustang Small Advanced Cheer Squad was able to capture the National Championship; and

WHEREAS, in addition to the National Championship, the Mustang Small Advanced Cheer Squad also received the "Superior Showmanship" award for its division; and

WHEREAS, success wasn't only limited to the Varsity squad as the Junior Varsity Novice Group took seventh place at the competition and captured the "Superior Showmanship" and "Best Use of Tumbling" awards; and

WHEREAS, the Mustang Broncos Small Advanced Cheer Squad and Junior Varsity Novice Group consistently throughout the entire school year demonstrated teamwork, sportsmanship, and were ambassadors of and for the Mustang Public Schools and the City of Mustang; and

WHEREAS, the entire community is very proud of each and every one of you and I encourage all Mustang citizens to congratulate the members of the Small Advanced Cheer Squad, their coaches, and their parents and continue to offer support and encouragement as these outstanding young citizens continue their pursuit of sports, academics and future goals as they continue the path towards adulthood. They have proven that they are individuals striving for and obtaining success in their endeavors. They have already started down the path to fulfilling their dreams of multiple accomplishments and becoming valuable young leaders of our community.

NOW, THEREFORE, I, Jay Adams, Mayor of the City of Mustang, do hereby proclaim Friday, May 22, 2015, as

"Mustang Broncos Small Advanced Cheer Squad Day"

GIVEN under my hand and seal of the City of Mustang, Oklahoma, this 19th day of May, 2015.

Jay Adams, Mayor

ATTEST:

Lisa Martin, City Clerk

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-1
2. MEETING DATE: May 19, 2015
3. TITLE: Appointment of One (1) Member and One (1) Alternate to the ACOG Board of Directors and its Committees, the OEMA Board of Directors, and the appointment of one Councilmember to the Traffic Commission
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: Yearly appointments are made to the ACOG Board and Committees after the Municipal Election. Mayor Adams served as the appointed member of the ACOG Board of Directors and all sub-committees during the last year. Councilor Terry Jones served as the alternate.

Appointments are for the following Boards and Committees:

- ACOG Board of Directors – Need One Councilmember and One Councilmember Alternate
- Intermodal Transportation Policy Committee (ITPC) – Need One Councilmember and One Alternate
- Garber Wellington Policy Committee (GWPC) – Need One Councilmember and One Alternate
- 911 Association Board of Directors – Need One Councilmember and One Alternate

These meetings are held in the ACOG Board Room on the last Thursday (usually) of each month. The 911 Board of Directors is at 1:00 PM; the ITPC at 1:20 PM; the ACOG Board of Directors at 1:45 PM; and the GWPC at 2:30 PM. Councilor Grider has expressed an interest as serving as the Alternate Councilmember for the ACOG Board of Directors. Staff remains interested in being appointed as Alternate for the three remaining ACOG Committees.

Appointments are also necessary for the OEMA Board of Trustees. Councilor Hagan has served as the Appointee to this Board over the last year with former Councilor Bowers serving as the Alternate. Staff remains interested in being appointed as Alternate for the OEMA Board of Trustees.

Finally, there is also the need to appoint one City Councilor to serve on the Traffic Commission. Councilor Staples has served on this committee during the last year and has expressed a continued interest in doing so.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Similar to last year, staff would recommend the City Council consider making the City Manager (or his designee) the designated alternate on all of the ACOG committees and the OEMA Board to ensure Mustang representation at all meetings.
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-2
2. MEETING DATE: May 19, 2015
3. TITLE: OMAG Annual Elections
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: The City of Mustang is a member of the Oklahoma Municipal Assurance Group (OMAG). OMAG was formed in 1977 by cities and towns needing life and health coverage for their employees. As the members needs have changed through the years, they have added liability, workers' compensation and property coverage to their available plans. The City of Mustang utilizes OMAG as its insurer for its general liability, auto liability, public official bond (City Manager, City Clerk, and City Treasurer), and physical property. OMAG is an organization owned and governed by the member cities and towns it serves.

Each year, OMAG conducts elections for positions on their Board of Trustees. The OMAG Board of Trustees consists of 7 members. This year, the City of Mustang is asked to elect two members to the Board of Trustees for three year terms commencing on July 1, 2015. There are a total of seven nominees for the two available seats. The nominees are as follows:

- Bill Flanagan – Mayor, City of Claremore
- Lindsey Grigg – City Clerk, City of El Reno
- Kimberly Meek – City Manager, City of Guymon
- Mike Nunneley – Town Administrator, Town of Mannford
- Patti Shelite – Clerk/Town Administrator, Town of Fort Cobb
- Craig Stephenson – City Manager, City of Ponca City
- Mark Whinnery – City Manager, City of Drumright

The incumbents for the two available seats up for election are Ms. Shelite of Fort Cobb and Mr. Stephenson of Ponca City. Staff is not aware of any concerns regarding OMAG or the service provided on the Board of Trustees over the last three years by Ms. Shelite and Mr. Stephenson. With that in mind, staff recommends that the City of Mustang cast its official ballot in favor of Ms. Shelite and Mr. Stephenson.

A complete list of the nominees with bios is attached for your information and review.

7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None

9. STAFF SOURCE: Timothy Rooney, City Manager

10. RESOLUTION / ORDINANCE: None



Oklahoma Municipal Assurance Group

3650 S. Boulevard • Edmond, OK 73013-5581 • 405/657-1400 • 800/234-9461 • fax: 405/657-1401 • www.omag.org

TO: Members of the Oklahoma Municipal Assurance Group

FROM: Jon Woods, Chief Executive Officer

DATE: April 20, 2015

SUBJECT: Election of Two Trustees

Herein is the **OFFICIAL BALLOT** for the governing body of your municipality to use in electing two (2) members to the Board of Trustees of the Oklahoma Municipal Assurance Group for three-year terms commencing July 1, 2015.

Trustees whose terms expire on June 30, 2015 are:

Ms. Patti Shelite, Clerk/Town Administrator of the Town of Fort Cobb
Craig Stephenson, City Manager of the City of Ponca City

PLEASE BE ADVISED THAT THE FAILURE TO PROPERLY SUBMIT THIS BALLOT
WILL INVALIDATE THE BALLOT!

Your Ballot must be:

- (1) Signed by the Mayor;
- (2) Attested by the City Clerk; and
- (3) Received by OMAG no later than May 31, 2015, by:
 - (a) sending a facsimile of the ballot to OMAG at (405) 657-1401;
 - (b) sending the ballot to Karen Jones at kjones@omag.org; or
 - (c) sending OMAG the ballot by certified mail.

BALLOT

OKLAHOMA MUNICIPAL ASSURANCE GROUP 2015 Election of Two Trustees

The biographical sketch for each nominee was written by the person(s) who made the nomination. Nominees are listed in alphabetical order. YOU MAY VOTE FOR TWO (2) NOMINEES.

— **BILL FLANAGAN, Mayor, City of Claremore.** Mayor of Claremore, (retired) CPA/Financial Specialist of 40 years. Served on City Council and Claremore Park Board 18 years. Served on Board of Trustees, Rogers State University Foundation and President/Board of Directors, Hope Harbor Children's Home. Serves as Trustee for Oklahoma Council on Public Affairs, receiving *Pillar Award*. (The City of Claremore participates in the Municipal Liability Protection Plan and the Workers' Compensation Plan.)

— **LINDSEY GRIGG, City Clerk, City of El Reno.** Lindsey has been with the city for 7 years. She received her B.A. in Communications in 2008 and her M.S. in Management in 2014, both from Southwestern Oklahoma State University. Lindsey received her CMC (Certified Municipal Clerk) in 2015 and will continue to work toward her MMC (Master Municipal Clerk). (The City of El Reno participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

— **KIMBERLY MEEK, City Manager, City of Guymon.** Kimberly Meek is the City Manager of Guymon, Oklahoma. She has a Bachelor's degree in Business Administration and is currently working on her Master's degree. Meek is a member of the CMA, GFOA, ICMA, OMCTFOA, E911 Board, Chamber of Commerce, PREDCI and Guymon Rotary. (The City of Guymon participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

— **MIKE NUNNELEY, Town Administrator, Town of Mannford.** Mike served as a Trustee and Mayor for the Town of Granite from 1996-2000. From 2000-2005 he was Granite's first Town Administrator. Mike became the Town Administrator of Mannford in 2005. After almost 20 years, Mike truly enjoys the growth, changes and future in municipal government. (The Town of Mannford participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

— **PATTI SHELITE, Clerk/Town Administrator, Town of Fort Cobb.** 30+ years' experience in municipal government; serving as Clerk/Town Administrator in Fort Cobb. She's been on the OMAG Board since 1994. Patti holds the Certified Municipal Clerk and Certified Finance Administrator designations. She's served on many state task forces and committees and is a past president of the OMCTFOA. (The Town of Fort Cobb participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan and the Workers' Compensation Plan.)

— **CRAIG STEPHENSON, City Manager, City of Ponca City.** Craig is a current incumbent on the OMAG Board, serving as its Secretary. He has 29 years' municipal government experience serving communities as Assistant City Manager and City Manager. Craig holds Bachelor's and Master's degrees in Political Science and has earned the ICMA Credentialed Manager designation. He is CMAO's President. (The City of Ponca City participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

— **MARK WHINNERY, City Manager, City of Drumright.** Mark Whinnery has been the City Manager in Drumright since October 2012. Mark served 25 years in the Air Force and retired as a Colonel. Mark has a Master's degree in Human Resources. Before serving in the Air Force, Mark worked for the New York State and Local Retirement System. (The City of Drumright participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan and the Workers' Compensation Plan.)

OVER TO SIGN AND ATTEST

OVER TO MARK BALLOT

Ballot cast for the governing body of the municipality of _____

Signed: _____
Mayor

Attested: _____ Date: _____, 2015
Clerk

**PLEASE BE ADVISED THAT THE FAILURE TO PROPERLY SUBMIT THIS BALLOT
WILL INVALIDATE THE BALLOT!**

**Your Ballot must be received by the Oklahoma Municipal Assurance Group, 3650 S.
Boulevard, Edmond, OK 73013 no later than *May 31, 2015*, by:**

- (1) sending a facsimile of the ballot to OMAG at (405) 657-1401;**
- (2) sending the ballot to Karen Jones at kjones@omag.org; or**
- (3) sending OMAG the ballot by certified mail.**

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-3

2. MEETING DATE: May 19, 2015

3. TITLE: Discussion, Consideration and Possible Action to Review and Grant Extension for Special Use Permit Application SUP-4-9-13-1-28, Diamond Partners, LLC, 200 Block N. Mustang Road, Ice Vending Machine

4. COUNCIL ACTION: **RENEW OR DENY EXTENSION**

5. INITIATOR: Jay Diamond, Diamond Partners, Shawnee, OK

6. BACKGROUND: This ice vending machine has been in this location inside Silver Center Shopping Center for approximately 2 years. Staff has not received any complaints on the operation or location of this business since that time. The owner of the business, and the property owner have not changed. The owner has not extended, enlarged or increased intensity of the business.

The municipal code states that the City Council will review all special use permits every two years and consider a 2-year extension if all conditions imposed continue to be met.

7. FINANCIAL IMPACT: None at this time.

8. STAFF COMMENTS: Staff recommends approval of this 2-year extension. Staff believes all imposed conditions continue to be met and this use does not seem to present a problem in its current location.

9. STAFF SOURCE: Community Development Director Melissa Helsel

10. CITY ATTORNEY'S COMMENTS:

H. DISCUSSION ITEMS

- 1. Public Hearing, Discussion, Consideration and Possible Action** Regarding Special Use Permit Application SUP-4-9-13-1-28, Diamond Partners, LLC, 200 Block N. Mustang Road, Ice Vending Machine.

Robert Coleman, Community Development Director, advised the City had received a request from James Diamond, Diamond Partners, LLC, to install an ice vending machine in the parking lot of Silver City Shopping Center. The ice vending machine would measure approximately 8.5' wide x 24' long. He advised Mr. Diamond operates thirteen machines in other communities and there were illustrations of the machines in the Councilmembers' packets. He stated the subject site lies in a Commercial zoning district, but an ice machine is not specifically identified in the Municipal Code as a use allowed in this district, so the request is being presented as a Special Use Permit. Mr. Diamond plans to connect the utilities via private easements as allowed by the Silver City property owners. **Coleman** advised at the May 14, 2013, Planning Commission meeting, Mr. Diamond confirmed the easements were ready to go and he agreed to adhere to our veneer requirements. He stated the Planning Commission subsequently approved the application unanimously. **Coleman** advised the Notice of Hearing was published in the local newspaper and have received no comments for or against the application and our recommendation to Council is to approve the application.

Councilman Jones asked if it would cause any parking issues for the shopping center.

Coleman said the ice vending machine would take up approximately three spaces and our opinion is that the parking is currently underutilized.

Jones asked if this was a long term installation.

Coleman stated he didn't know what the lease agreement was, but thought it was permanent.

Jones asked if there was further development at the shopping center, would the parking still be OK.

Coleman stated they didn't see it as too much imposition to the businesses right now and should not be directly affected by it.

Councilman Taylor asked if Community Development had talked to any of the local businesses about this.

Coleman advised no, but he believed most of the shopping center businesses had cross access agreements for parking. He stated you didn't see too many cars parked in the area this facility would be placed.

Taylor asked what type of tax would be collected.

Coleman advised credit card transactions would be subject to sales tax, but was not sure about cash sales. He stated vending machines in some cities require licensing annually in lieu of a sales tax collection, but the City of Mustang does not require this and can tell you from previous experience that it would be difficult to enforce.

Interim City Manager Battles advised he thought cash sales should also be subject to sales tax.

At this time, **Mayor Adams** opened the matter for Public Hearing.

Being no public discussion, **MOTION** was made by **Mayor Adams**, seconded by **Councilwoman Hagan** to close the Public Hearing.

AYE: Taylor, Staples, Jones, Hagan, Mount, Adams

NAY: None

Mr. James Diamond, of Diamond Partners, LLC, was called to the podium for questioning.

Taylor asked what type of veneer finish are you planning to apply to the exterior of this building.

Mr. Diamond stated it would probably be brick, but some of their other buildings were built in brick and rock, some with rock and siding. He advised he would meet with the shopping center owner and discuss. It would be a masonry type of veneer.

Taylor asked, if this is approved, how long would it take to build and be open for business.

Mr. Diamond advised approximately three to four weeks.

Taylor asked about the lighting.

Mr. Diamond advised there would be exterior lighting, canopy lighting and perimeter type of lighting.

Taylor asked if there would be any security cameras.

Mr. Diamond stated they do have some units with security cameras, but not all. He advised they usually wait to see if a security camera is needed. Typically we place one camera at the actual vending machine at the payment site and if a customer has an issue, it can be addressed live through a reset on the phone, such as processing a credit.

Councilwoman Hagan asked if the ice was made on-site.

Mr. Diamond advised yes. There is an ice maker inside the building that cycles continuously and bags it on demand.

Taylor asked about the pricing.

Mr. Diamond stated the price is \$2.00 for a 16 pound bag or for 20 pound bulk.

Taylor asked Mr. Diamond if he knew if there would be tax on all sales.

Mr. Diamond advised we would probably know better than he does. He stated most cities require a vending permit and they also pay property taxes on the unit itself, but not sure about the tax, but would ask his accountant.

Janet Watts, Finance Director, advised the City would receive sales tax on cash sales and credit card sales.

Taylor stated he was excited about having the ice vending machine and that it was unique.

MOTION was made by **Councilman Taylor**, seconded by **Councilman Jones** to approve the Special Use Permit Application SUP-4-9-13-1-28, Diamond Partners, LLC, 200 Block N. Mustang Road, Ice Vending Machine.

AYE: Taylor, Staples, Jones, Hagan, Mount, Adams

NAY: None

ORIGINAL STAFF REPORT FROM 2013

Mustang City Council Staff Report For Meeting of May 21, 2013

Applicant Information:

Applicant:	Diamond Partners, LLC 116 North Bell Shawnee, OK 74802	Owner:	Silver City Town Center, LLC c/o Field Investments 22736 Vanowen Street, Suite 100B West Hills, CA 91307
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Zoning: C-4	Streets: Public	Lots: 1	Comp Plan: Commercial Retail
Water: Public	Sewer: Public		

Staff Comments:

Project Description: The applicant has submitted an application for a Special Use Permit for an Ice Vending Machine in the Silver City Town Center parking lot. The actual structure is 8.5 X 24' feet in size and will take up three parking spaces.

They intend to install a private water line and sewer line to serve the ice house which will only be on the Silver City Town Center property. They will also tie into electrical service at the site.

Some pictures of the proposed site:



Looking West from N. Mustang Road



Looking Southwesterly from KFC

Character of Neighborhood: This area is a commercial area and abuts a State Highway.

Zoning and Uses of Property Nearby: This area is surrounded by C-4 and C-5 Zoning Districts.

Suitability of the Subject Property for the Uses Proposed: There will be easy access to the vending machine in the surrounding parking lot. The loss of three parking spots will be off-set by the large amount of shared parking surrounding the site.

Conformance with Long-Range Plan: The long-range plan calls for commercial retail uses in this area.

Utilities and Services: There will be an electrical connection provided for this stand. They will also connect to public water and sewer service through private lines.

This use is not otherwise identified in the municipal code, so a special use application is required. The applicant has a five-year lease with the owners, and staff has received a copy of this lease.

Attached are some pictures of other ice vending machines owned by the same company and submitted as prototypes.



Planning Commission Recommendation: The planning commission unanimously recommended approval (6 – 0)

The "Special Use Permit" process is a way to address uses that are not otherwise identified in the code. It allows the Planning Commission and City Council to have more control over the appearance and quality of commercial uses such as this. Any other similar uses will be required to go through this same process. Staff has not received any comments from the public on this application.

This will be located along a primary commercial corridor.



Approximate Location of Ice Vending Machine

Please refer to the attached site plan for more specific information.

Current Pictures of the Special Use



CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-4

2. MEETING DATE: MAY 19, 2015

3. TITLE: Conditional Use Permit Application CUP-4-9-15-1-31, 1716 W. State Highway 152, Diane Stafford, Garden Supply Store.

4. COUNCIL ACTION: Public Hearing, Discussion, and Possible Action Regarding Conditional Use Permit Application.

5. INITIATOR: Community Development Department

6. BACKGROUND RECOMMENDATION:

Project Description: The applicant requests a conditional use permit for **Garden Supply Store** for this property. Garden Supply Store is a use on review in C-3 zoning districts. This parcel is located at 1716 W. State Highway 152 and was recently rezoned to C-3, Commercial General District. The four lots contain a total of approximately 2.33 acres. The applicant intends to use all four lots.

The parcel would obtain access from W. State Highway 152 and S. Clear Springs Road.

If developed at a C-3 level, the developer of the garden supply store would be required to place at least a 6-foot masonry fence along all property lines that abut residentially-zoned districts.

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

Zoning and Uses of Property Nearby: The property to the north is zoned C-3, to the east is I-1, Light Industrial, to the south is R-1 and C-2, and to the west is R-1.

Conformance with Long-Range Plan: The long-range plan calls for commercial/office development in this area, so the request does conform to the comprehensive plan.

Professional Staff Recommendation: Staff recommends approval of this conditional use permit. During the rezoning process, there were no protests against this use. Staff has not received any phone calls regarding this application. Staff feels this is an appropriate use in this area, with so much residential development nearby.

Planning Commission Recommendation: The Mustang Planning Commission voted 6:0 to recommend approval of this application at their May 12, 2015 meeting. Please see attached minutes. Please note: These minutes were not yet formally approved by the Mustang Planning Commission.

7. FINANCIAL IMPACT: None

8. STAFF SOURCE: Melissa Helsel, Community Development Director

9. CITY ATTORNEY'S COMMENTS:

10. RESOLUTION/ORDINANCE NO. _____

3. Conditional Use Permit Application CUP-4-9-15-1-31, 1716 W. State Highway 152, Diane Stafford, Garden Supply Store.

Ms. Helsel provided a brief overview of the location of the property in the rezoning application. The property is located at 1716 W. State Highway 152 and was recently rezoned to C-3, Commercial General District. It consists of 4 lots, and the applicant has stated that they intend to use all four lots. The total acreage is approximately 2.33 acres.

A masonry fence will be required anywhere it abuts residential property, which would be on the west and south edges. The property to the north is zoned C-3, to the east is I-1, to the south is R-1 and C-2 and to the west is R-1. The long-range plan calls for commercial/office development in this area, so the request does conform to the comprehensive plan.

Staff has not received any calls or comments about this use.

Staff recommends approval of this conditional use permit. During the rezoning process, this use was discussed, and there were no protests against this use. Staff feels this is an appropriate use in this area, with so much residential development nearby.

Mr. McDaniel asked if the applicant would have to clear the trees on the west side. **Ms. Helsel** stated that the code does require a masonry fence, so they will look at that when development occurs. Several commissioners agreed that it would be a good idea to keep the trees in place if possible.

Chairman McDaniel opened the public hearing.

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

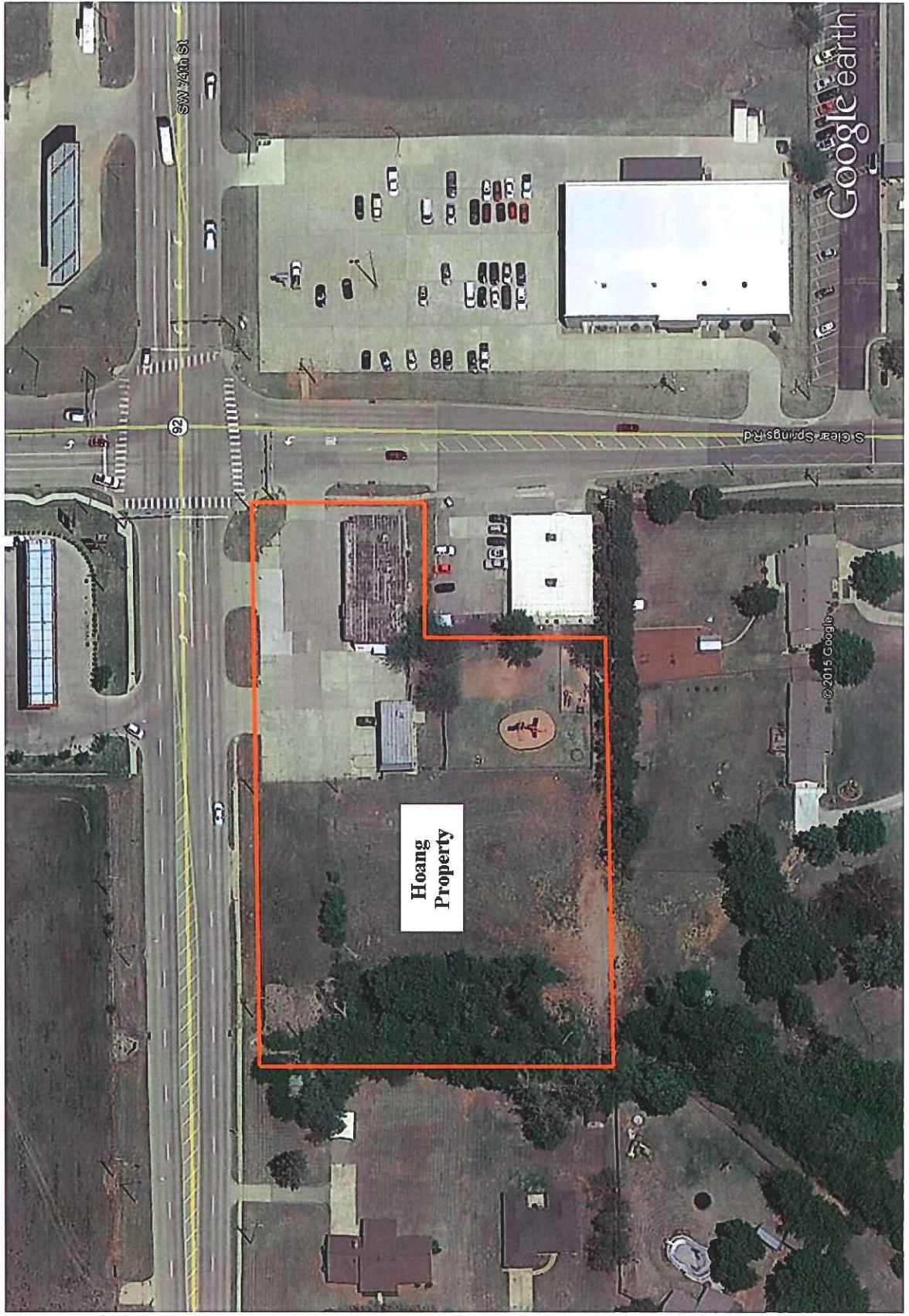
Mr. Homer stated that he could remember when the property was rezoned for the 7-11 and there were a lot of neighboring property owners protesting in the audience. He is reassured to see that there are no protests on this use.

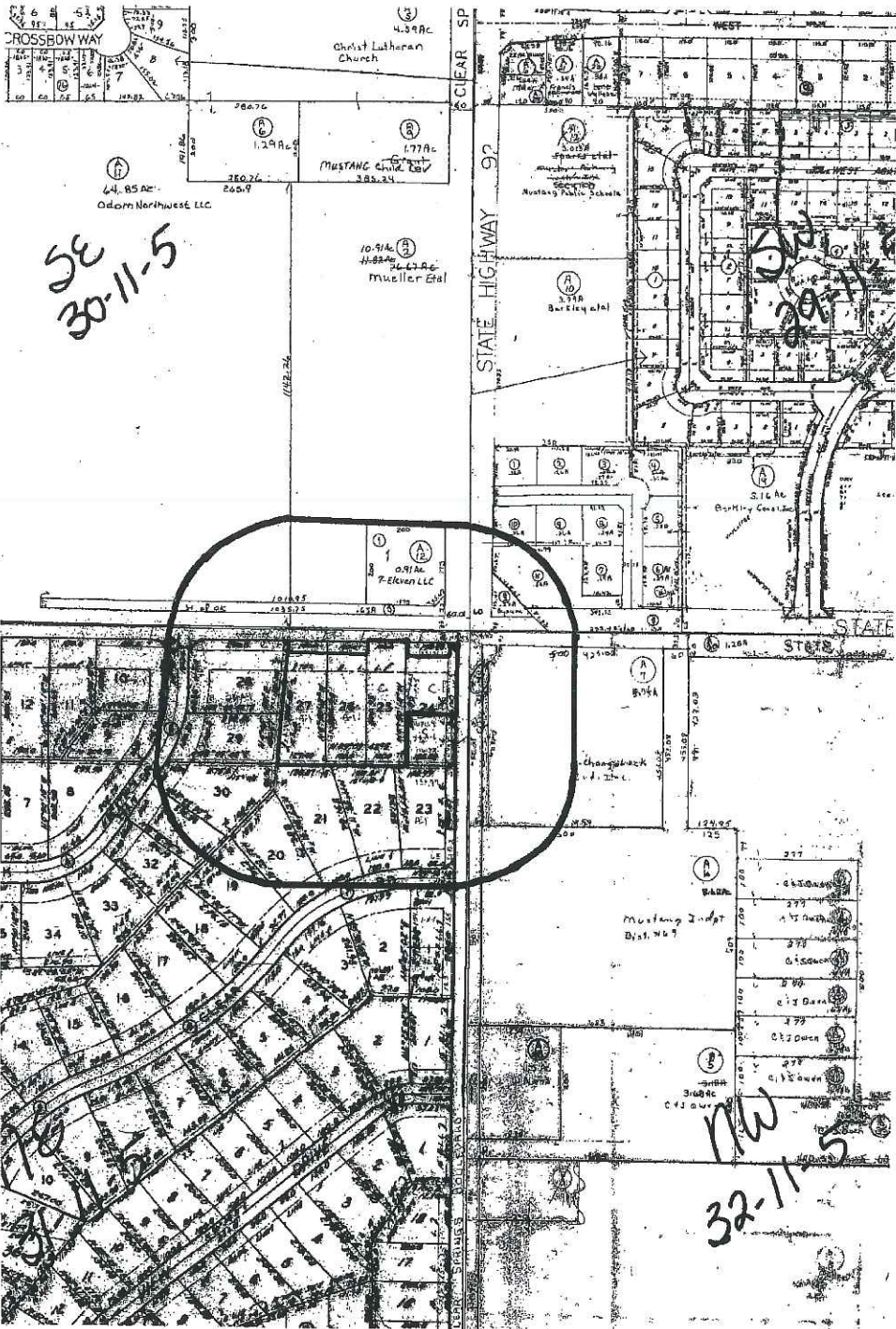
Ms. Yakish made a motion to recommend approval of this conditional use permit application to the Mustang City Council. **Mr. Homer** seconded the motion. A roll call vote was taken:

Jan Yakish	Yes
Dan Hix	Yes
Jesse Bratton	Yes
Brett Brown	Yes
Brad Homer	Yes
Billy McDaniel	Yes

The motion passed 6- 0.

Mr. McDaniel announced that this item would be heard at the City Council meeting next week, on May 19th.





SE
30-11-5

NW
32-11-5

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

On Tuesday, May 12, 2015, beginning at 7:00 p.m. in the Council Chambers at Mustang City Hall located at 1501 N. Mustang Road, Mustang, OK 73064, a Public Hearing will be conducted on the following:

NOTICE OF CONDITIONAL USE PERMIT APPLICATION

CURRENTLY ZONED: C-3, COMMERCIAL GENERAL DISTRICT
REQUESTED USE: Garden Supply Store
APPLICATION BY: Diane Stafford
PROPERTY OWNER: Lam N. Hoang

ADDRESS OF PROPERTY: 1716 W State Highway 152

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR CONDITIONAL USE PERMIT:

Tract I: Part of Lot Twenty-Four (24), Block Two (2), Lakehoma Acres, an Addition to Mustang, Canadian County, Oklahoma, according to the recorded plat thereof, being more particularly described as follows: Commencing at the Northeast Corner of Section Thirty-One (31), Township Eleven (11) North, Range Five (5) West of the Indian Meridian; thence South 00°05'02" West a distance of 33.00 feet; thence South 89°09'42" West a distance of 130.22 feet; thence South 00°50'18" East a distance of 175.95 feet; thence North 89°09'42" East a distance of 127.39 feet; thence North 00°05'02" East a distance of 176.00 feet to the point of beginning. Less and Except the North 27.00 feet of the West 103.01 feet of said Lot 24, being lands conveyed to the State of Oklahoma in Book 1482, Page 335.

Tract II: Lots Twenty-Five (25), Twenty-Six (26) and Twenty-Seven (27), Block Two (2), Lakehoma Acres, an Addition to Mustang, Canadian County, Oklahoma, according to the recorded plat thereof. Less and Except the following tracts: a. The North 27.00 feet of said Lots 26 and 27 of said Block 2; b. A strip, piece or parcel of land described as: Beginning at a point on the present West right-of-way of State Highway No. 92, a distance of 26.97 feet West of and 27.46 feet South of the Northwest corner of said Lot 24; thence South 89°01'30" West a distance of 25.00 feet; thence South 45°30'50" East a distance of 35.07 feet to a point on the present West right-of-way line of State Highway No. 92; thence North along said present West right-of-way line a distance of 25.00 feet to the point of beginning, being lands conveyed to the State of Oklahoma in Book 1482, Page 335.

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

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

Respectfully,

Melissa Helsel, AICP
Community Development Director

ABSTRACTOR'S SPECIAL CERTIFICATE

STATE OF OKLAHOMA)
) ss.
COUNTY OF CANADIAN)

OLD REPUBLIC TITLE COMPANY OF OKLAHOMA, a corporation and bonded abstractor, hereby certifies:

That the following is a list of all owners of record as shown by the current year tax rolls in the office of the County Treasurer of Canadian County, Oklahoma, to the lands surrounding and within 300 feet of:

Tract I: Part of Lot TWENTY-FOUR (24), Block TWO (2), LAKEHOMA ACRES, an Addition to Mustang, Canadian County, Oklahoma, according to the recorded plat thereof, being more particularly described as follows: Commencing at the Northeast Corner of Section THIRTY-ONE (31), Township ELEVEN (11) North, Range FIVE (5) West of the Indian Meridian; thence South 00°05'02" West a distance of 33.00 feet; thence South 89°09'42" West a distance of 130.22 feet; thence South 00°50'18" East a distance of 175.95 feet; thence North 89°09'42" East a distance of 127.39 feet; thence North 00°05'02" East a distance of 176.00 feet to the point of beginning. LESS AND EXCEPT the North 27.00 feet of the West 103.01 feet of said Lot 24, being lands conveyed to the State of Oklahoma in Book 1482, Page 335.

Tract II: Lots TWENTY-FIVE (25), TWENTY-SIX (26) and TWENTY-SEVEN (27), Block TWO (2), LAKEHOMA ACRES, an Addition to Mustang, Canadian County, Oklahoma, according to the recorded plat thereof. LESS AND EXCEPT the following tracts: a. The North 27.00 feet of said Lots 26 and 27 of said Block 2; b. A strip, pierce or parcel of land described as: Beginning at a point on the present West right-of-way of State Highway No. 92, a distance of 26.97 feet West of and 27.46 feet South of the Northwest corner of said Lot 24; thence South 89°01'30" West a distance of 25.00 feet; thence South 45°30'50" East a distance of 35.07 feet to a point on the present West right-of-way line of State Highway No. 92; thence North along said present West right-of-way line a distance of 25.00 feet to the point of beginning, being lands conveyed to the State of Oklahoma in Book 1482, Page 335.

OWNER OF RECORD: SHIKI LLC
 4406 W. RENO
 OKLAHOMA CITY, OK 73107
 *LOTS 24-A-2, 25, 26-A-1 & 27-A-1 BLOCK 2 LAKEHOMA ACRES

That the addresses that are listed have been taken from the records of Canadian County, Oklahoma, unless noted after each address that they have been taken elsewhere.

GRANTEE & ADDRESS & LEGAL DESCRIPTION:

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*LOTS 26-A-2 & 27-A-2 BLOCK 2 LAKEHOMA ACRES

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*LOT 24-A-3 BLOCK 2 LAKEHOMA ACRES

CITY OF MUSTANG
CITY CLERK
1501 N. MUSTANG RD
MUSTANG, OK 73064
*LOT 24-A-4 BLOCK 2 LAKEHOMA ACRES

LITTLE BRONCOS TOO LLC
125 S. CLEAR SPRINGS RD

OWNERSHIP

Page 1 of 4

12,000

MUSTANG, OK 73064
*LOT 24-A-1 BLOCK 2 LAKEHOMA ACRES

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*LOT 23-A-2 BLOCK 2 LAKEHOMA ACRES

PATRICK ANDERSON
307 S. AQUA CLEAR DR
MUSTANG, OK 73064
*LOT 23-A-1 BLOCK 2 LAKEHOMA ACRES

A. J. & JOANN HICKMAN, TRUSTEES
315 S. AQUA CLEAR DR
MUSTANG, OK 73064
*LOTS 21 - 22 BLOCK 2 LAKEHOMA ACRES

BRADLEY & NANCY JONES
331 S. AQUA CLEAR DR
MUSTANG, OK 73064
*LOT 20 BLOCK 2 LAKEHOMA ACRES

MARY SANDERS, TRUSTEE
415 S. AQUA CLEAR DR
MUSTANG, OK 73064
*LOT 19 BLOCK 2 LAKEHOMA ACRES

EMMA FRANKLIN, TRUSTEE
1800 W. LAKE PARK DR
MUSTANG, OK 73064
*LOT 28-A-1 BLOCK 2 LAKEHOMA ACRES

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*LOT 28-A-2 BLOCK 2 LAKEHOMA ACRES

KARL & DEANNA DOWELL
1808 W. LAKE PARK DR
MUSTANG, OK 73064
*LOT 29 BLOCK 2 LAKEHOMA ACRES

RUSSELL & LEONA DUNBAR
1812 W. LAKE PARK DR
MUSTANG, OK 73064
*LOT 30 BLOCK 2 LAKEHOMA ACRES

LEE & NORMA BOYLES, TRUSTEES
1814 W. LAKE PARK DR
MUSTANG, OK 73064
*LOT 31 BLOCK 2 LAKEHOMA ACRES

CLEO DUNBAR
P. O. BOX 74
MUSTANG, OK 73064
*LOT 10-A-1 BLOCK 1 LAKEHOMA ACRES

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*LOT 10-A-2 BLOCK 1 LAKEHOMA ACRES

JEFF & CHERYL NEAL
1811 W. LAKE PARK DR
MUSTANG, OK 73064
*LOT 9 BLOCK 1 LAKEHOMA ACRES

DUSTIN ELDREDGE
324 S. AQUA CLEAR DR
MUSTANG, OK 73064
*LOT 1-A-1 BLOCK 5 LAKEHOMA ACRES

TARRAH ROBINSON
328 S. AQUA CLEAR DR
MUSTANG, OK 73064
*LOT 2 BLOCK 5 LAKEHOMA ACRES

ODOM NORTHWEST LLC
2300 SW 89TH, SUITE A
OKLAHOMA CITY, OK 73159
*SE 30-11N-5W A11 64.85 ACRES

BERTHA MUELLER
C/O MAXINE THOMAS
904 S. JONES LN
MUSTANG, OK 73064
*SE 30-11N-5W A2 10.91 ACRES

7-ELEVEN LLC
2021 S. MACARTHUR
OKLAHOMA CITY, OK 73128
*LOT 1 BLOCK 1 MUSTANG 7-ELEVEN

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*SE 30-11N-5W A4 .65 ACRES

P & W HOLDINGS LLC
106 N. LAKEHOMA PKWY
MUSTANG, OK 73064
*LOT 10 LAKEHOMA COMMERCIAL PARK

ONE FIFTY TWO PROPERTY LLC
C/O MAHMOOD COHAN
17500 OLD POND RD
EDMOND, OK 73012
*LOT 11 LAKEHOMA COMMERCIAL PARK

J. GREGORY BYNUM
P. O. BOX 429
EL RENO, OK 73036
*SW 29-11N-5W A2 .24 ACRES

CHARLES BISHOP
12710 W. RENO
YUKON, OK 73099
*SW 29-11N-5W A9 .34 ACRES

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*NW 32-11N-5W A22 .52 ACRES

U-CHANGE LOCK INDUSTRIES INC.
1640 W. STATE HWY 152
MUSTANG, OK 73064
*NW 32-11N-5W A7 4.74 ACRES

MUSTANG INDEPENDENT SCHOOL DISTRICT #69
906 S. HEIGHTS DR
MUSTANG, OK 73064
*NW 32-11N-5W A6 8.62 ACRES

Due care and diligence have been exercised in preparing this report; however, no liability is assumed for the correctness or completeness of information furnished.

DATED: January 26, 2015 at 7:30 A.M.

OLD REPUBLIC TITLE COMPANY OF OKLAHOMA
Bonded Abstractor



Lynne Babbitt, License #0376

COMPLETED: February 4, 2015

Order No. 15169002

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-5

2. MEETING DATE: MAY 19, 2015

3. TITLE: Rezoning Application RZ-4-16-15-1-35, 1404 E. State Highway 152, Viva Mustang, LLC – Gerardo Villasenor, Manager, C-3, Commercial General District, to C-4, Shopping Center District.

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

5. INITIATOR: Community Development Department

6. BACKGROUND RECOMMENDATION:

Project Description: The applicant requests a change in zoning classification for these two properties from C-3, Commercial General District to C-4, Shopping Center District. These two parcels are located at 1404 E. State Highway 152. They are located just east of S. Monocoupe Lane. The two lots contain approximately 2.08 acres.

The purpose of this rezoning is to allow the applicant to utilize the property for commercial development. The applicant would like to build a Mexican restaurant at this location that would be able to serve alcohol. C-3 zoning allows a restaurant with no alcohol, C-4 allows the restaurant to serve alcohol.

If developed at a C-4 level, the developer would be required to place at least a 6-foot masonry fence along all property lines that abut residentially-zoned districts.

The applicant intends to bring sanitary sewer to these parcels that are not currently served.

Character of Neighborhood: The general character of the area is low density residential and commercial. There is commercial zoning to the north, and residential zoning to the east, south and west of this property.

Zoning and Uses of Property Nearby: The property to the west is zoned A-1, to the south and east is zoned R-E, to the north is C-5.

Conformance with Long-Range Plan: The long-range plan calls for commercial/office development in this area, so the request does not conform to the comprehensive plan. However, the comprehensive plan is now 12 years old, and when it is updated, staff will recommend that the frontage along S.H. 152 be designated for commercial/retail east to Morgan Road.

Professional Staff Recommendation: Staff recommends approval of this application at the C-4 level. Masonry fences will be required where it abuts residentially-zoned property.

Planning Commission Recommendation: The Mustang Planning Commission voted 6:0 to recommend approval of this application at their May 12, 2015 meeting. Please see attached minutes. Please note: These minutes were not yet formally approved by the Mustang Planning Commission.

7. FINANCIAL IMPACT: None

8. STAFF SOURCE: Melissa Helsel, Community Development Director

9. CITY ATTORNEY'S COMMENTS:

10. RESOLUTION/ORDINANCE NO. 1126

ORDINANCE NO. 1126

AN ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA AMENDING THE ZONING ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA, AS AMENDED, TO CHANGE CERTAIN PROPERTY LOCATED IN CANADIAN COUNTY, OKLAHOMA, FROM "C-3" COMMERCIAL GENERAL DISTRICT TO "C-4" SHOPPING CENTER DISTRICT AND, DECLARING REPEALER; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

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

Section 1. That the Zoning Ordinance of the City of Mustang, Oklahoma, as amended, is hereby amended to change the Official Zoning Map, to include therein the following described property in the City of Mustang, Canadian County, State of Oklahoma from "C-3" COMMERCIAL GENERAL DISTRICT TO "C-4" SHOPPING CENTER DISTRICT.

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR REZONING:

Tract "B" – A part of the Northeast Quarter (NE/4) of Section Thirty-Five (35), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma. Being more particularly described as follows: Beginning at a point 1275.17 feet west of the Northeast Corner of said NE/4; thence South 314.65 feet; thence West 150.50 feet; thence North 314.65 feet; Thence East 150.50 feet to the point of beginning. Less and Except the North 60 feet deeded to the State of Oklahoma for Highway Right-of-way.

Tract "C" – A part of the Northeast Quarter (NE/4) of Section Thirty-Five (35), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma. Being more particularly described as follows: Beginning at a point 1,425.67 feet west of the northeast corner of said NE/4; thence South 314.65 feet; thence West 208 feet; thence North 314.65 feet; thence East 208 feet to the point of beginning. Less and except the following described property deeded to the State of Oklahoma for Highway Right-of-Way, Beginning at a point 1275.17 feet West of the Northeast corner of said NE/4; thence South a distance of 60 feet; thence S 89°54'47" W a distance of 178 feet; thence S 00°17'01" E a distance of 25 feet; thence S 89°54'47" W a distance of 30 feet; thence North a distance of 85 feet; thence N 89°54'47" E a distance of 208 feet to the point of beginning.

Section 2. REPEALER

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

Section 3. SEVERABILITY

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

Section 4. EMERGENCY

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

PASSED AND APPROVED and the Emergency Clause voted upon separately and passed and approved this ____ day of _____, 2015.

Mayor

ATTEST:

City Clerk

APPROVED as to form this ____ day of _____, 2015.

City Attorney

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

1. Rezoning Application RZ-4-16-15-1-35, 1404 E. State Highway 152, Viva Mustang, LLC – Gerardo Villaseñor, Manager, C-3, Commercial General District to C-4, Shopping Center District.

Community Development Director Melissa Helsel provided a brief overview of the location of the property in the rezoning application. This property is located just east of S. Monocoupe Lane and is divided into two parcels. The parcels contain approximately 2.08 acres. They are requesting a change in zoning classification from C-3, Commercial General District to C-4, Shopping Center District.

The applicant would like to build a Mexican Restaurant at this location. While a Mexican Restaurant would be permitted in the current C-3 zoning, a C-4 zoning designation is required if the restaurant wants to serve alcohol.

The applicant could also have applied for a conditional use permit under C-3 zoning, but they chose to rezone to C-4 to sell Margaritas.

At the C-4 level, they would be required to place a 6-foot masonry fence along the south side where the tracts abut residentially zoned property.

Mr. McDaniel asked if the property abuts residentially zoned property on the east side. **Ms. Helsel** stated that there was one more lot of approximately 1 acre to the east of this property that is also zoned C-3. She stated that several years ago the owner split the property into three and rezoned them to C-3.

Ms. Helsel indicated that one of the reasons this property hasn't been developed yet is because there is no sanitary sewer. There is sanitary sewer nearby, but not directly to this property. The applicant/owner have stated that they will be extending a sanitary sewer line to the property for development.

The character of this area is a mix of commercial/residential/agricultural tracts. The property to the north is zoned C-5, to the west is agricultural, to the south is R-E and to the east is C-3.

The long-range plan calls for commercial/office development in this area, so the request does not conform to the long-range plan. However, the comprehensive plan is now more than 12 years old, and when it is updated staff will recommend that the frontage along S.H. 152 be designated for commercial/retail for this area, east to Morgan Road.

Staff has not received any calls of concern about the item.

Staff recommends approval of this application at the C-4 level. Masonry fence will be required where it abuts residential property.

Mr. Homer recalled when this property was rezoned to C-3 and split into three lots.

Chairman McDaniel opened the public hearing.

Shane Hacker of 200 S. Monocoupe Lane came forward. He asked if the restaurant will obtain access from S. Monocoupe Lane. **Mr. McDaniel** stated that he thought they would probably ask for at least one curb cut on State Highway 152. The representative for the owner did not know if they would be utilizing Monocoupe for access. **Mr. Hacker** is concerned that his property value will be affected by this use to the north. **Mr. McDaniel** informed **Mr. Hacker** that this would be on the City Council agenda for next week's meeting. **Mr. Hacker** stated that he is concerned that the applicant may cut down trees along the property line that provide a buffer from S.H. 152. He is also concerned that they may stay open late if they serve alcohol. He is concerned about noise from music that might play. He stated that he would attend the City Council meeting.

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

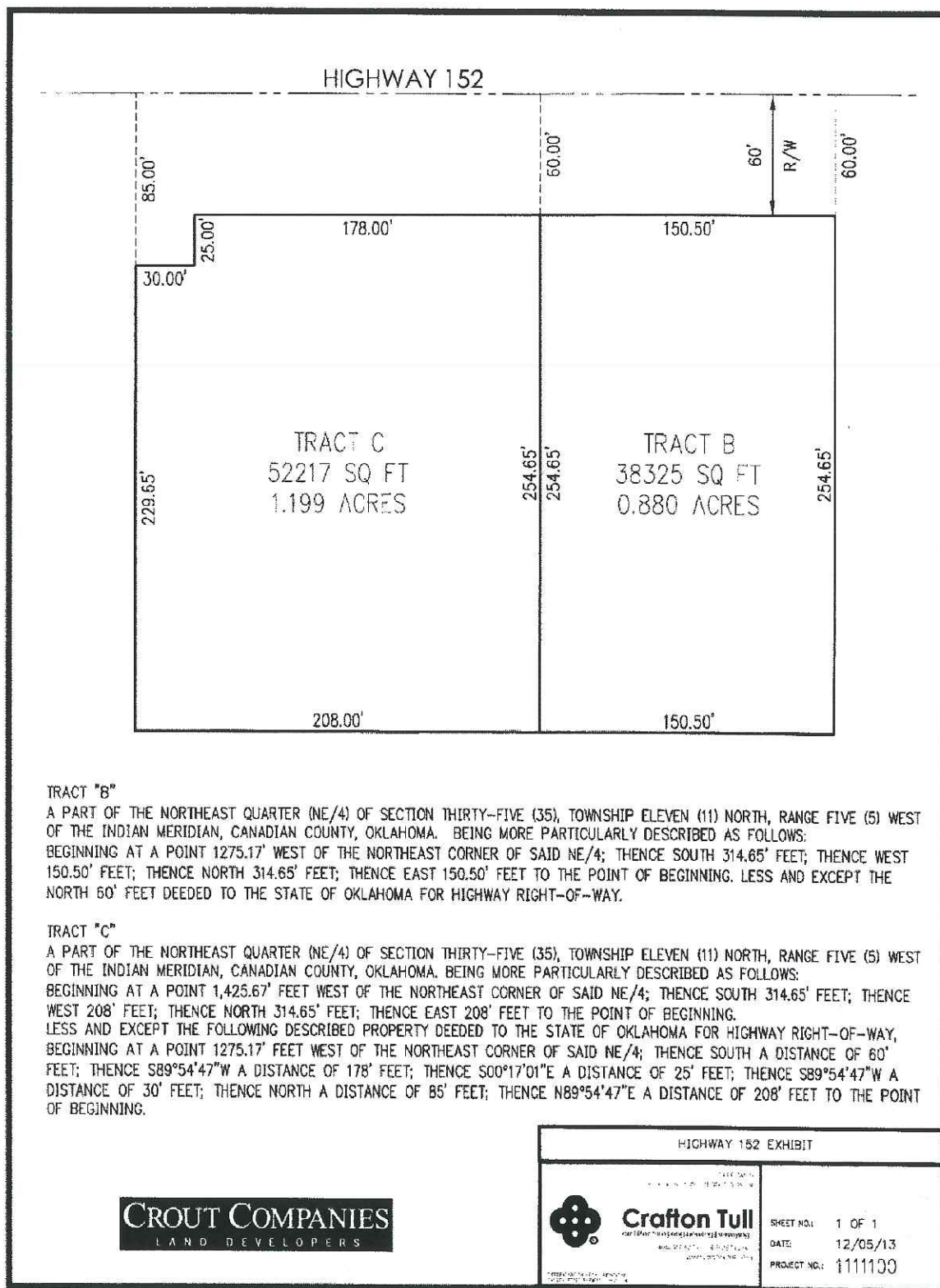
Mr. Homer made a motion to recommend approval of this rezoning application to the Mustang City Council. **Mr. Hix** seconded the motion. A roll call vote was taken:

Jan Yakish	Yes
Dan Hix	Yes
Jesse Bratton	Yes
Brett Brown	Yes
Brad Homer	Yes
Billy McDaniel	Yes

The motion passed 6– 0.

Mr. McDaniel announced that this item would be heard at the City Council meeting next week, on May 19th.





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

On Tuesday, May 12, 2015, beginning at 7:00 p.m. in the Council Chambers at Mustang City Hall located at 1501 N Mustang Road, Mustang, OK 73064, a Public Hearing will be conducted on the following:

NOTICE OF REDISTRICTING

CURRENTLY ZONED: C-3 – Commercial General District
REQUESTED ZONING: C-4 – Shopping Center District
APPLICATION BY: Viva Mustang, LLC – Gerardo Villasenor, Manager
PROPERTY OWNER: Little Development, LP

ADDRESS OF PROPERTY: 1404 E State Highway 152

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR REZONING:

Tract "B" – A part of the Northeast Quarter (NE/4) of Section Thirty-Five (35), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma. Being more particularly described as follows: Beginning at a point 1275.17 feet west of the Northeast Corner of said NE/4; thence South 314.65 feet; thence West 150.50 feet; thence North 314.65 feet; Thence East 150.50 feet to the point of beginning. Less and Except the North 60 feet deeded to the State of Oklahoma for Highway Right-of-way.

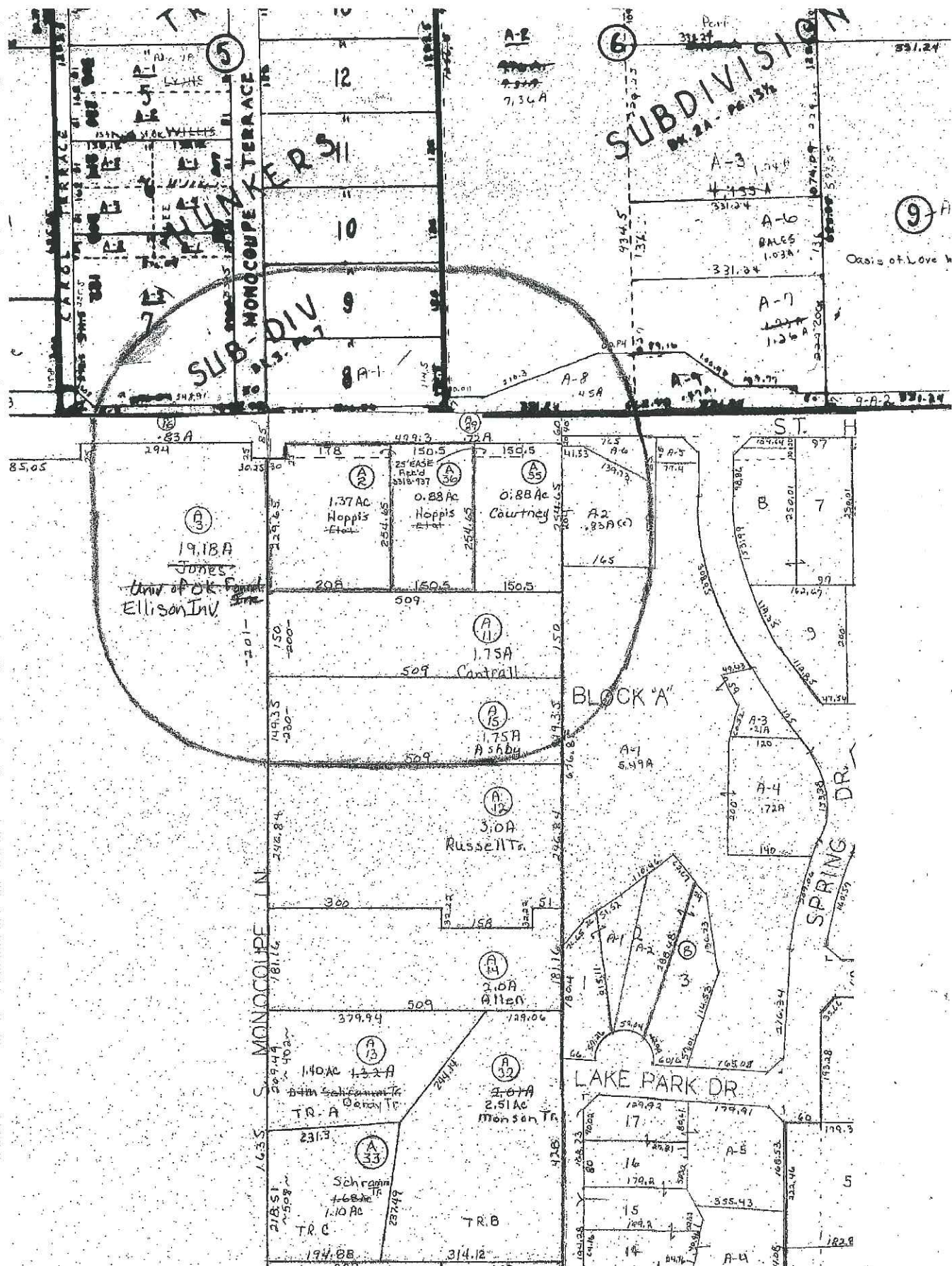
Tract "C" – A part of the Northeast Quarter (NE/4) of Section Thirty-Five (35), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma. Being more particularly described as follows: Beginning at a point 1,425.67 feet west of the northeast corner of said NE/4; thence South 314.65 feet; thence West 208 feet; thence North 314.65 feet; thence East 208 feet to the point of beginning. Less and except the following described property deeded to the State of Oklahoma for Highway Right-of-Way, Beginning at a point 1275.17 feet West of the Northeast corner of said NE/4; thence South a distance of 60 feet; thence S 89°54'47" W a distance of 178 feet; thence S 00°17'01" E a distance of 25 feet; thence S 89°54'47" W a distance of 30 feet; thence North a distance of 85 feet; thence N 89°54'47" E a distance of 208 feet to the point of beginning.

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

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

Respectfully,

Melissa Helsel, Community Development Director



ABTRACTOR'S SPECIAL CERTIFICATE

STATE OF OKLAHOMA)
) ss.
COUNTY OF CANADIAN)

OLD REPUBLIC TITLE COMPANY OF OKLAHOMA, a corporation and bonded abstractor, hereby certifies:

That the following is a list of all owners of record as shown by the current year tax rolls in the office of the County Treasurer of Canadian County, Oklahoma, to the lands surrounding and within 300 feet of:

A part of the Northeast Quarter (NE/4) of Section THIRTY-FIVE (35), Township ELEVEN (11) North, Range FIVE (5) West of the Indian Meridian, Canadian County, Oklahoma, being more particularly described as follows: Beginning at a point 1275.17 feet West of the Northeast corner of said NE/4; thence South 314.65 feet; thence West 150.50 feet; thence North 314.65 feet; thence East 150.50 feet to the point of beginning. LESS AND EXCEPT the North 60 feet deeded to the State of Oklahoma for Highway Right-of-Way.

AND

A part of the Northeast Quarter (NE/4) of Section THIRTY-FIVE (35), Township ELEVEN (11) North, Range FIVE (5) West of the Indian Meridian, Canadian County, Oklahoma, being more particularly described as follows: Beginning at a point 1,425.67 feet West of the Northeast corner of said NE/4; thence South 314.65 feet; thence West 208 feet; thence North 314.65 feet; thence East 208 feet to the point of beginning. LESS AND EXCEPT the following described property deeded to the State of Oklahoma for Highway Right-of-Way, beginning at a point 1,425.67 feet West of the Northeast corner of said NE/4; thence South a distance of 60 feet, thence S 89°54'47" W a distance of 178 feet; thence S 00°17'01" E a distance of 25 feet; thence S 89°54'47" W a distance of 30 feet; thence North a distance of 85 feet; thence N 89°54'47" E a distance of 208 feet to the point of beginning.

OWNER OF RECORD: LITTLE DEVELOPMENT LIMITED PARTNERSHIP
 PO BOX 250, MUSTANG OK 73064

That the addresses that are listed have been taken from the records of Canadian County, Oklahoma, unless noted after each address that they have been taken elsewhere.

GRANTEE & ADDRESS & LEGAL DESCRIPTION:

BRISCOE FAMILY LTD PTNRSH
C/O BERNARD BRISCOE
432 E STATE HIGHWAY 152, MUSTANG OK 73064
LOT 8-A-1 HUNKERS REPLAT TRACT 5
LOT 9 HUNKERS REPLAT TRACT 5

ARLON & NANCY HADLOCK REVOCABLE FAMILY TRUST
521 N CHISOLM WAY, MUSTANG OK 73064
LOT 7-A-3 HUNKERS REPLAT TRACT 5

EULA & TIMOTHY HOLADAY
1501 E HWY 152, MUSTANG OK 73064
LOT A-2 BLOCK 6 HUNKERS SUB

STATE OF OKLAHOMA
DEPT TRANS/OFF LAND ACQUISIT
200 NE 21ST ST, OKC OK 73105
LOT A-8 BLOCK 6 HUNKERS SUB
LOT A-9 BLOCK 6 HUNKERS SUB
NE/4 35-11N-5W A#16
NE/4 35-11-5W A#29
LOT A-6 BLOCK A FARRIS SPRINGS

THOMAS & APRYL ASHBY
230 S MONOCOUPÉ LANE, MUSTANG OK 73064
NE/4 35-11N-5W A#15

GEORGE RUSSELL TRUSTEE
PO BOX 129, MUSTANG OK 73064
NE/4 35-11N-5W A#12

ROBERT COURTNEY REVOCABLE LIVING TRUST
2006 DRAPER AVE, CHOCTAW OK 73066
NE/4 35-11N-5W A#35

ELLISON INVESTMENTS LLC
5506 STEWART DR, MUSTANG OK 73064
NE/4 35-11N-5W A#3

JODY & MARY HACKER
12600 SW 18TH ST, YUKON OK 73099
NE/4 35-11N-5W A#11

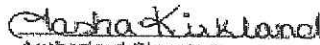
SKYVIEW PRODUCTS INC
2832 SE 9TH ST, OKC OK 73129
LOT A-1 BLOCK A FARRIS SPRINGS

JERRY RICE
1515 E LILY LN, MUSTANG OK 73064
LOT A-2 BLOCK B FARRIS SPRINGS

Due care and diligence have been exercised in preparing this report; however, no liability is assumed for the correctness or completeness of information furnished.

DATED: April 1, 2015 at 7:30 AM

OLD REPUBLIC TITLE COMPANY OF OKLAHOMA
Bonded Abstractor


Authorized Signatory

Tasha Kirkland, License #2067

COMPLETED: April 13, 2015

Order No. 15171355A

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-6

2. MEETING DATE: May 19, 2015

3. TITLE: Preliminary Plat Application PP-9-23-14-1-30, Hunter's Springs Addition, Rausch Coleman Development Group, 222 lots.

4. COUNCIL ACTION: Discussion, Consideration and Possible Action to Approve or Deny Preliminary Plat

5. INITIATOR: Community Development Department

6. PROJECT DESCRIPTION: The applicant requests approval of a Preliminary Plat for Hunter's Springs Addition. This land is zoned R-1, Single Family Residential and all lots meet the minimum size and setback requirements for this zoning district.

There will be a total of 222 lots and two common areas. The total acreage for the entire subdivision is 55.75 acres and the two common areas include a total of 5.11 acres. The maintenance of the common areas will be the responsibility of the homeowners association.

Neighboring citizens expressed a desire that the subdivision not have a connection to N. Betty's Way to the north. The plat does not show a connection to N. Betty's Way or to Trent Acres Addition at this time. Please see attached petition.

The city engineer and fire department have both approved this plat, and the police chief did not find any problems that would affect public health and safety. The easement along the west side of the addition should be increased from 15 to 20 feet.

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

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

Conformance with Long-Range Plan: The long-range plan calls for Low Density Residential development in this area, so the request does conform to the comprehensive plan.

Utilities and Services: There is public water and sewer available to serve this development. The developer will extend these services throughout the subdivision.

Planning Commission Findings: The Planning Commission voted 6:0 to recommend approval of this Preliminary Plat at their 5-12-15 meeting. Please see attached minutes. Please note: These minutes have not yet been approved by the Planning Commission.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Staff recommends approval of this preliminary plat with the condition that the easement along the western edge be increased from 15 feet to 20 feet. This property is already zoned R-1 and the attached plat conforms to R-1 zoning regulations. Staff feels that this is not an incompatible land use with the surrounding area, and the plat has been approved by fire, police, staff, city engineer and city attorney.

9. STAFF SOURCE: Melissa Helsel, Community Development Director

10. CITY ATTORNEY'S COMMENTS:

11. RESOLUTION/ORDINANCE NO. _____

4. Preliminary Plat Application PP-9-23-14-1-30, Hunter's Springs Addition, Rausch Coleman Development Group, 222 lots.

Ms. Helsel provided a brief overview of the location of the property in the preliminary plat application. This is a property that has been preliminary platted twice before, but both have expired. This property is already zoned R-1, and this has been redesigned.

There are approximately 55.75 acres included in this plat. 222 lots are proposed.

The comprehensive plan calls for low-density residential in this area, and no part of the property is in the flood zone. The developer will install public streets and public water and sewer lines.

The city engineer has approved the preliminary drainage report and preliminary plat without comment. The fire department has approved these as well. Staff has reviewed the plat and requests that the easement along the west edge of the property be expanded from 15 feet to 20 feet. The development engineer has agreed to that change.

There are two common areas near the entrance. These will be maintained by the property owners of the subdivision. The common areas are approximately 5.11 acres in size in total. Both of these common areas will be developed with the first phase of the final plat.

The property owners to the north, in Trent Acres, were very concerned that this subdivision may have a road that cuts through to their subdivision. This preliminary plat shows that there are no plans to connect to N. Betty's Way in Trent Acres.

City staff, city engineer, fire department, city attorney and police department have all approved this plat as designed. **Mr. Miller** did point out the need to expand the easement along the west side from 15 feet to 20 feet.

The general character of the area is low-density residential and the long-range plan calls for low-density residential development in this area. There is public water and sewer available. The developer will extend sewer and water lines to serve this plat.

Staff recommends approval of this preliminary plat. This property is already zoned R-1 and the plat conforms to R-1 zoning regulations. Staff feels that this is a compatible use with the surrounding area, and the plat has been approved by fire, police, staff, engineer and attorney.

Mr. Homer asked if they were going to connect to Hunter's Hill through N. Pheasant Way to the south. **Ms. Helsel** said that they will connect. **Mr. Homer** stated that he was reassured that there were two ways in and out.

Chairman McDaniel opened the public hearing.

Phil Hagan with Crafton Tull & Associates came forward. They are the design engineers for the project. Their offices are located at 214 E Main Street in Oklahoma City.

He stated that there are some differences in this preliminary plat from the one that was approved several years ago. Before they had a straight entrance with some cul-de-sacs coming off of it. They have reduced the number of lots by about 13 and designed a more attractive entrance with a curved road with green common areas to the north and south.

They hope it will be a more attractive entrance. He feels it is a nicer design and will make for a better subdivision.

Mr. Brown mentioned that they do get flooding across Clear Springs Road in his addition and he is concerned about it. He asked **Mr. Hagan** if they had engineered the drainage well so that it doesn't exacerbate the problem. **Mr. Hagan** stated that they have over-detained the water in the two common areas with large ponds. They are aware of the problems at Clear Springs Road and hope to improve the problem there.

Mr. Miller recommended that any motion should include the requirement to increase the easements along the west edge from 15 to 20 feet as required by code. **Mr. Hagan** agreed to that change.

Hearing no further comments, **Mr. Hix** made a motion to close the public hearing. **Mr. Brown** seconded the motion. The motion was approved unanimously.

Mr. Hix stated that he is also concerned about the drainage, because it goes through Wellington Gardens, then through his addition, Quail Lake Estates.

Mr. Homer made a motion to recommend approval of this preliminary plat application to the Mustang City Council with the condition that the utility easement along the west edge be increased from 15 to 20 feet. **Ms. Yakish** seconded the motion. A roll call vote was taken:

Jan Yakish	Yes
Dan Hix	Yes
Jesse Bratton	Yes
Brett Brown	Yes
Brad Homer	Yes
Billy McDaniel	Yes

The motion passed 6- 0.

Mr. McDaniel announced that this item would be heard at the City Council meeting next week, on May 19th.

March 28, 2015

TO: CITY OF MUSTANG

We the homeowners at Trent Acres on North Betty's Way in Mustang, Oklahoma ask that North Betty's Way not be merged with the new addition to our south.

We have many concerns, one, being that our street is a 3-lane straight road through our development. This is going to become a high speed street and a danger to all.

Please consider that this entry becomes an emergency exit only.

~~Ken & Ruth~~
Rehina Brare
Ken & Ruth
Mrs Mrs Patricia Kingpin Dipia
Ken Cain & Phyllis
Ray & Cathy Enis
~~Patricia~~ Gary & Linda Kabele
Marion & Pat Jones
Bum & Paula Riberton
Jackie & Kitty Murrell
Dip & Fry
Janet & Murray
Angie & Jeff
Scott & Angie Gray

Ken & Nancy Newberry
Jerry Long & wife
Bonnie & Carrie Graham
Lynn Oliver
Edward Brent and Cathie
Terry & Heather
Sue & Les



Hunter's Springs Preliminary Plat

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-7

2. MEETING DATE: May 19, 2015

3. TITLE: Final Plat Application FP-9-23-14-1-30, Hunter's Springs Addition, Rausch Coleman Development Group, 123 lots.

4. COUNCIL ACTION: Discussion, Consideration and Possible Action to Approve or Deny Preliminary Plat

5. INITIATOR: Community Development Department

6. PROJECT DESCRIPTION: The applicant requests approval of the Final Plat for Hunter's Springs Addition, Phase 1. This land is zoned R-1, Single Family Residential and all lots meet the minimum size and setback requirements for this zoning district.

Project Description: There will be a total of 123 lots and two common areas. The total acreage for the first phase of this subdivision is approximately 33.29 acres and the two common areas include a total of 5.11 acres. The maintenance of the common areas will be the responsibility of the homeowners association.

The city engineer and fire department have both approved this plat, and the police chief did not find any problems that would affect public health and safety.

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

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

Conformance with Long-Range Plan: The long-range plan calls for Low Density Residential development in this area, so the request does conform to the comprehensive plan.

Utilities and Services: There is public water and sewer available to serve this development. The developer will extend these services throughout the subdivision.

Planning Commission Findings: The Planning Commission voted 6:0 to recommend approval of this Final Plat at their 5-12-15 meeting with the condition that the easement along the west side be increased to 20 feet, and the easement to create the 10-foot easement along the north side is approved by staff and filed. Please see attached minutes. Please note: These minutes have not yet been approved by the Planning Commission.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Staff recommends approval of this final plat with the conditions that the easement along the west side is increased to 20 feet, and the easement to create the 10-foot easement along the north side is approved by staff and filed. This property is already zoned R-1 and the attached plat conforms to R-1 zoning regulations. Staff feels that this is not an incompatible land use with the surrounding area, and the plat has been approved by fire, police, staff, city engineer and city attorney.

9. STAFF SOURCE: Melissa Helsel, Community Development Director

10. CITY ATTORNEY'S COMMENTS:

11. RESOLUTION/ORDINANCE NO. _____

5. Final Plat Application FP-9-23-14-1-30, Hunter's Springs Addition, Rausch Coleman Development Group, 123 lots.

Ms. Helsel provided a brief overview of the location of the property in the final plat application. This is Phase 1 of the plat that was just discussed. It contains approximately 33.29 acres with 123 lots. Both of the common areas will be developed in this phase.

The City will not be accepting any of the drainage easements and there is a note on the first page stated that the common areas will be maintained by the property owners association that will exist in perpetuity. W. Antler Way is the collector street that leads into the subdivision. N. Pheasant Way is connecting to the south. Again, they need to increase the easement along the west edge from 15 to 20 feet.

They will file an easement to create the additional 10-foot utility easement along the north side by separate instrument.

The city engineer approved all infrastructure plans and development plans. The fire department comments have been addressed. The police department did not find any concerns. Staff recommends approval with the condition that the easement along the west side be increased to 20 feet, and that a separate instrument be filed to create the off-site 10-foot easement on the north.

Mr. Hix asked if there is a standard format for the creation and conditions of the property owners association. **Ms. Helsel** stated that staff, including the city attorney, will review the covenants before the plat is filed.

Mr. Hix asked what the city's recourse could be if a POA is not formed, or if they don't maintain the common areas. **Ms. Helsel** stated that in the worst case scenario, the city could abate the problem and place a lien on each property owner's property. She stated that the city has not ever done this in the past and would try to do anything they could to avoid this situation. In a past case, in a different subdivision, the property owners were faced with this dilemma and they formed an association and collected dues to maintain their common areas.

Mr. Brown stated that this is a very prolific developer and they will be used to establishing the covenants and establishing a POA.

Mr. Homer Chairman McDaniel opened the public hearing.

Hearing no comments, **Mr. Homer** made a motion to close the public hearing. **Mr. Bratton** seconded the motion. The motion was approved unanimously.

Mr. Hix made a motion to recommend approval of this final plat application to the Mustang City Council with the conditions that the utility easement along the west edge be increased from 15 to 20 feet and an easement be filed by separate instrument to establish the 10 foot easement on the north side. The 10-foot easement should be subject to staff approval. **Mr. Bratton** seconded the motion. A roll call vote was taken:

Jan Yakish	Yes
Dan Hix	Yes
Jesse Bratton	Yes
Brett Brown	Yes

Brad Homer
Billy McDaniel

Yes
Yes

The motion passed 6– 0.

Mr. McDaniel announced that this item would be heard at the City Council meeting next week, on May 19th.

VII. NEW BUSINESS: No new business was declared.

X. COMMISSIONER, STAFF COMMENTS:

XI. ADJOURNMENT:

Commissioner Homer made a motion to adjourn. **Commissioner Yakish** seconded the motion, which was approved unanimously. The meeting was adjourned at 7:45 p.m.

CHAIRMAN

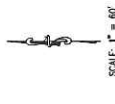
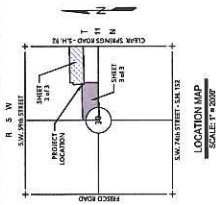
DATE

SECRETARY



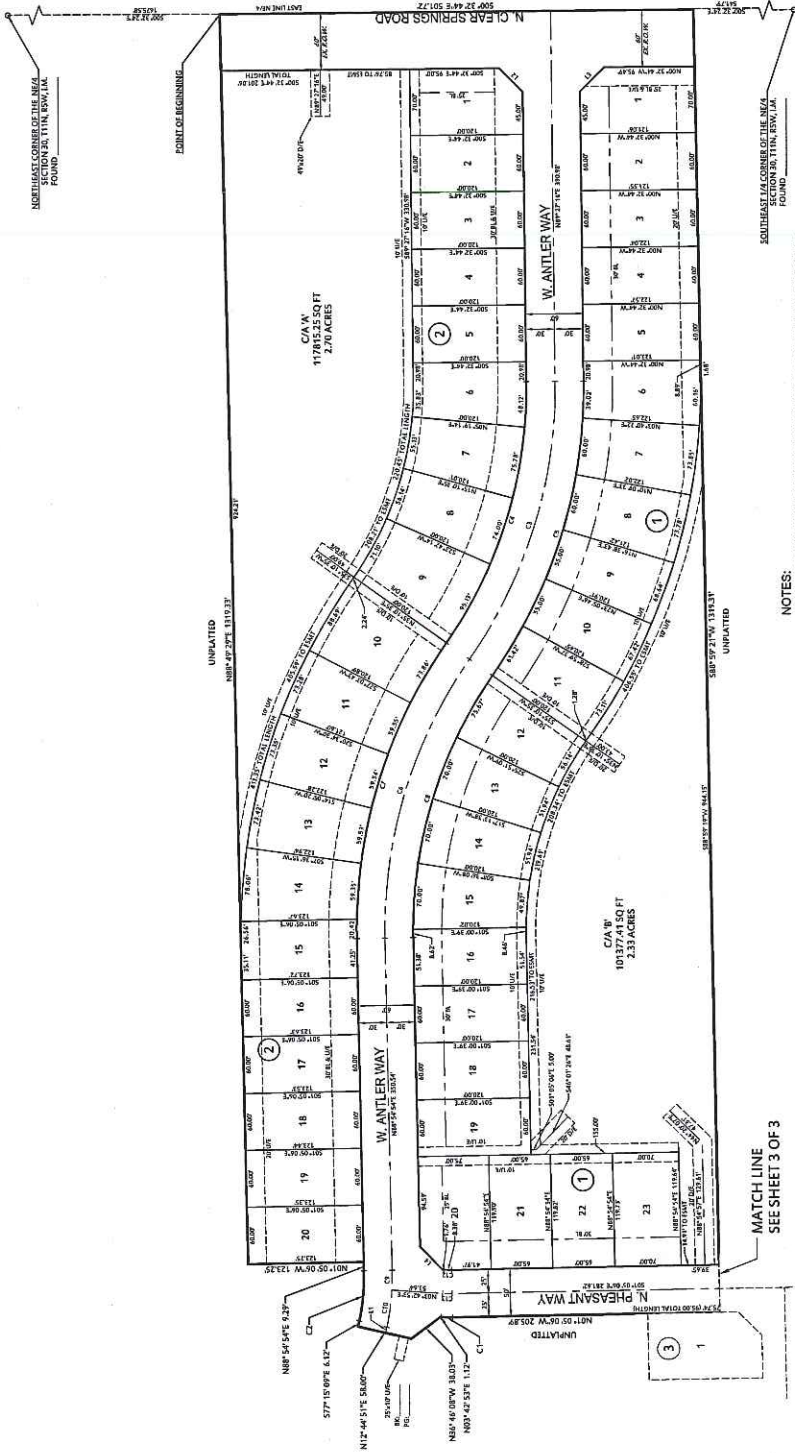
Hunter's Springs Final Plat
Phase 1

FINAL PLAT OF HUNTER'S SPRINGS PHASE I A PART OF THE NE/4 OF SECTION 30, T11N, R5W, I.M. MUSTANG, CANADIAN COUNTY, OKLAHOMA



SCALE: 1" = 60'

BASIS OF BEARING = EAST LINE OF THE
NE/4 OF SECTION 30, T11N, R5W, I.M.
(S00°32'24"E)



NOTES:
1. THIS SURVEY MEETS THE OKLAHOMA UNIFORM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS.
2. CENTERLINE OF RIGHT OF WAY MONUMENTS SHALL BE AS FOLLOWS:
3. PROPERTY CORNER MONUMENTS SHALL BE:
4. ALL COMMON AREAS SHALL BE OWNED AND MAINTAINED BY THE PROPERTY OWNER ASSOCIATION.
5. THE PROPERTY OWNER ASSOCIATION SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE COMMON AREAS.
6. THE CURRENT OWNERS OF TRACTS WITHIN THE PLATTED AREA, AND SHALL OWE TO THE CITY OF MUSTANG, THE OBLIGATION TO MAINTAIN THE COMMON AREAS INTENDED TO BENEFIT, AND MAY BE ENJOINED BY THE CITY OF MUSTANG.

LEGEND

BL	BUILDING LIMIT LINE
D/E	DRAINAGE EASEMENT
EX	EXISTING
L.A.	LIMITS OF NO ACCESS
NR	NONRADIAL LINE
P.O.B.	POINT OF BEGINNING
U.E.	UTILITY EASEMENT

MATCH LINE
SEE SHEET 3 OF 3

LINE TABLE

LINE #	LENGTH	DIRECTION
1	4.17	S77°15'09"E
2	35.36	S44°23'16"W
3	35.36	N47°32'44"W
4	33.86	S46°18'54"W

CURVE TABLE

CURVE #	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C1	12.57	150.00	104°47'59"	N07°18'53"E	12.50
C2	31.17	225.00	104°47'59"	S38°10'07"E	32.89
C3	31.17	225.00	104°47'59"	S77°47'09"E	30.74
C4	29.03	400.00	104°47'59"	N27°47'09"W	28.83
C5	33.86	500.00	104°47'59"	N27°47'09"W	32.11
C6	31.33	480.00	104°47'59"	S72°57'14"E	30.74
C7	33.25	520.00	104°47'59"	N27°57'14"W	28.86
C8	29.43	465.00	104°47'59"	S84°47'07"E	28.94
C9	33.41	250.00	104°47'59"	S84°47'07"E	39.37
C10	33.41	250.00	104°47'59"	S01°18'53"W	33.37
C11	12.50	150.00	104°47'59"	N07°18'53"E	12.67

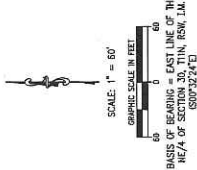
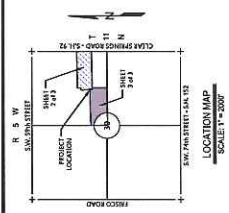
FINAL PLAT TO SERVE
HUNTER SPRINGS PHASE I

314 S. 4th Ave.
Oklahoma City, Oklahoma 73104

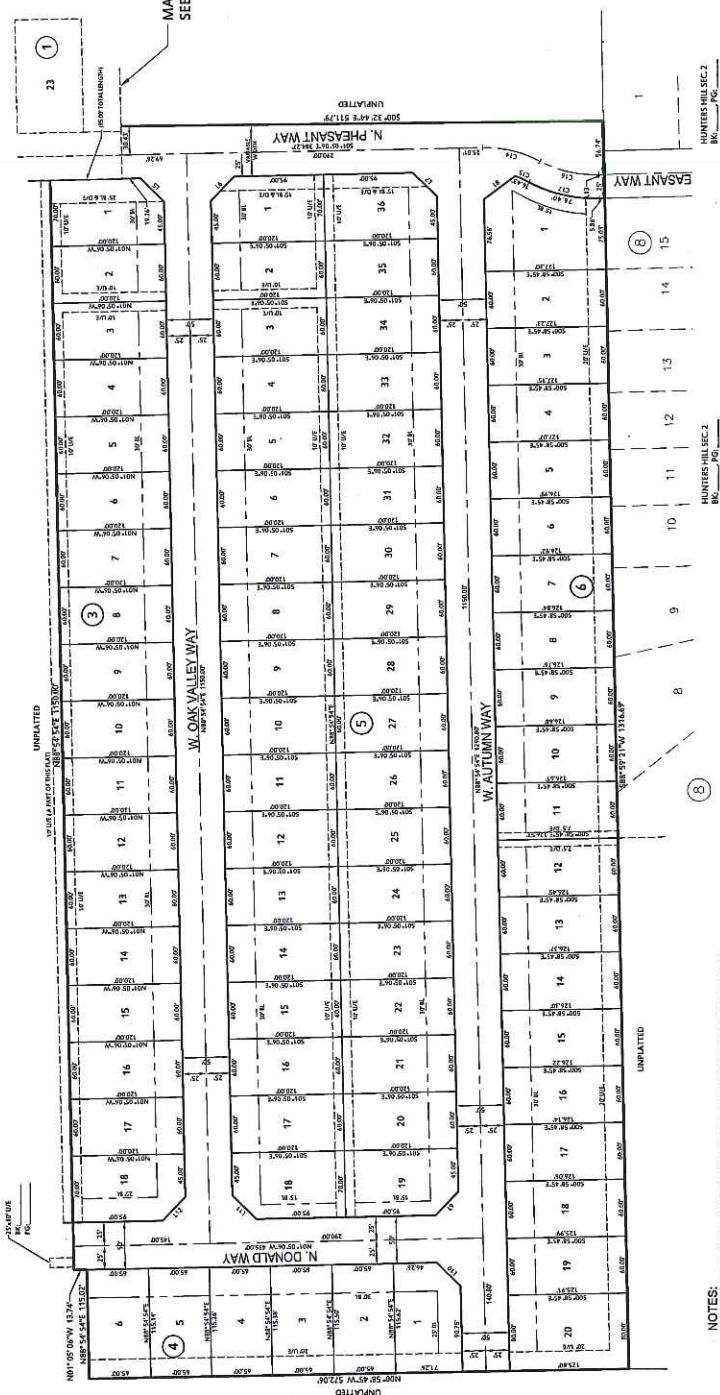
Crafton Tull
CREATION OF A BETTER WORLD

DATE: 06/06/15
PROJECT NO: 141059-00

FINAL PLAT OF HUNTER'S SPRINGS PHASE I A PART OF THE NE1/4 OF SECTION 30, T11N, R5W, I.M. MUSTANG, CANADIAN COUNTY, OKLAHOMA



SCALE: 1" = 60'
GRAPHIC SCALE IN FEET
BASIS OF RECORDING: EAST LINE OF THE NE1/4 OF SECTION 30, T11N, R5W, I.M. (S30W32.4°E)



LEGEND

BL	BUILDING LIMIT LINE
D/E	DRAINAGE EASEMENT
EX	EXISTING
LI	LIMIT OF NO ACCESS
MA	MAGNETIC
POB	POINT OF BEGINNING
R.O.W.	RIGHT-OF-WAY
UE	UTILITY EASEMENT

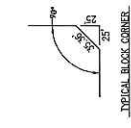
- NOTES:**
1. THIS PLAT OF SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND SURVEYORS, AND IT COMPLETES THE REQUIREMENTS OF TITLE 11, SECTION 41-108 OF THE OKLAHOMA STATUTES.
 2. CENTERLINE OF RIGHT-OF-WAY MONUMENTS SHALL BE AS FOLLOWS:
MAGNETIC: ILM WITH MAGNETIC STAMPED "C.A. 6877" FOR ALL PAVING
3. PROPERTY CORNER MONUMENTS SHALL BE:
3/4" IRON ROD WITH A PLASTIC CAP STAMPED "C.A. 6877"
4. ALL COMMON AREAS SHALL BE OWNED AND MAINTAINED BY THE PROPERTY OWNER ASSOCIATION. THE PROPERTY OWNER ASSOCIATION SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE COMMON AREAS. THE CURRENT OWNERS OF LOTS WITHIN THE PLATTED AREA, AND SHALL EXIST IN PERPETUITY. THE OBLIGATION TO MAINTAIN THE COMMON AREA IS INTENDED TO PERPET, AND MAY BE ENFORCED BY THE CITY OF MUSTANG.

CURVE TABLE

CURVE #	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C14	43.00'	133.00'	68°23'00"	N17°21'00"E	82.37'
C15	14.47'	100.00'	89°24'00"	S27°00'00"W	14.47'
C16	48.47'	153.00'	89°21'00"	N17°11'54"E	82.88'
C17	74.40'	198.00'	89°11'00"	S17°11'54"W	75.58'

LINE TABLE

LINE #	LENGTH	DIRECTION
L5	35.34'	S47°54'54"W
L6	35.34'	S47°54'54"W
L7	35.34'	S47°54'54"W
L8	48.47'	S17°11'11"E
L9	25.50'	N46°05'00"W
L10	25.50'	S47°54'54"W
L11	35.34'	N46°05'00"W
L12	35.34'	N46°05'00"W
L13	6.53'	N17°23'37"W



FINAL PLAT TO SERVE
HUNTER'S SPRINGS PHASE I
CRAFTON TULL
21412 LANE
OKLAHOMA CITY, OKLAHOMA 73128
PROJECT NO. 141059-00
SHEET NO. 3 OF 3
DATE: 05/05/15
CRAFTON TULL & ASSOCIATES, P.C.
REGISTERED PROFESSIONAL ENGINEERS AND SURVEYORS
OKLAHOMA LICENSE NO. 141059-00

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-9
2. MEETING DATE: May 19, 2015
3. TITLE: Resolution No. 15-052
Deannexation of Land from the City of Oklahoma City
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: As was discussed at the March 9, 2015 and May 11, 2015 City Council Work Sessions, Mr. Robert Crout and several property owners of land south of SW 89th Street and adjacent to the City of Mustang are seeking to be deannexed from the City of Oklahoma City.

As part of that process, the City of Oklahoma City has asked the City of Mustang to pass a resolution acknowledging the request of the property owners and supporting their request. Resolution No. 15-052, attached for your information and review, will accomplish that purpose. It is staff's understanding that this step is necessary in order for Oklahoma City to begin the process of determining the feasibility of allowing the deannexation to occur.

Please note that neighboring property owners adjacent to the property outlined in Exhibit A have also expressed interest in the possible deannexation of their property from the City of Oklahoma City. At the time of this report, staff has not been able to meet with all of these property owners but will be doing so in the coming weeks.

Should the City of Oklahoma City ultimately approve the deannexation request, the property does not automatically become under the jurisdiction of the City of Mustang. Application for annexation would still need to occur and ultimately be approved by the City of Mustang.

7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Mr. Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: Resolution No. 15-052

RESOLUTION NO. 15-052

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MUSTANG SUPPORTING A REQUEST FOR THE DEANNEXATION OF PROPERTY FROM THE CITY OF OKLAHOMA CITY.

WHEREAS, the City of Oklahoma City has been approached by interested citizens and developers in control of property located immediately adjacent to and south of SW 89th Street regarding deannexation from the City of Oklahoma City; and

WHEREAS, the owners of the property included in "Exhibit A" are interested in developing the property at a higher density than what is currently allowed by the Oklahoma City Master Plan; and

WHEREAS, the property owners identify themselves and their property as being in the Mustang area and not that of Oklahoma City; and

WHEREAS, if successfully deannexed from the City of Oklahoma City, it is the understanding of the City of Mustang that the owners of the subject property in "Exhibit A" will then request to be annexed by the City of Mustang; and

WHEREAS, the City of Oklahoma City has asked the property owners interested in being deannexed from the City of Oklahoma City to have the City of Mustang pass a resolution in support of their request; and

WHEREAS, the passage of the Resolution No. 15-052 does not commit the City of Mustang to an affirmative vote on the annexation of the subject property in "Exhibit A" nor does it restrict the placement of development restrictions should annexation occur by the City of Mustang.

NOW, THEREFORE, BE IT RESOLVED by the City Council and Mayor of the City of Mustang, Oklahoma as follows:

The City of Mustang supports the request for the deannexation of the property indicated in "Exhibit A" from the City of Oklahoma City.

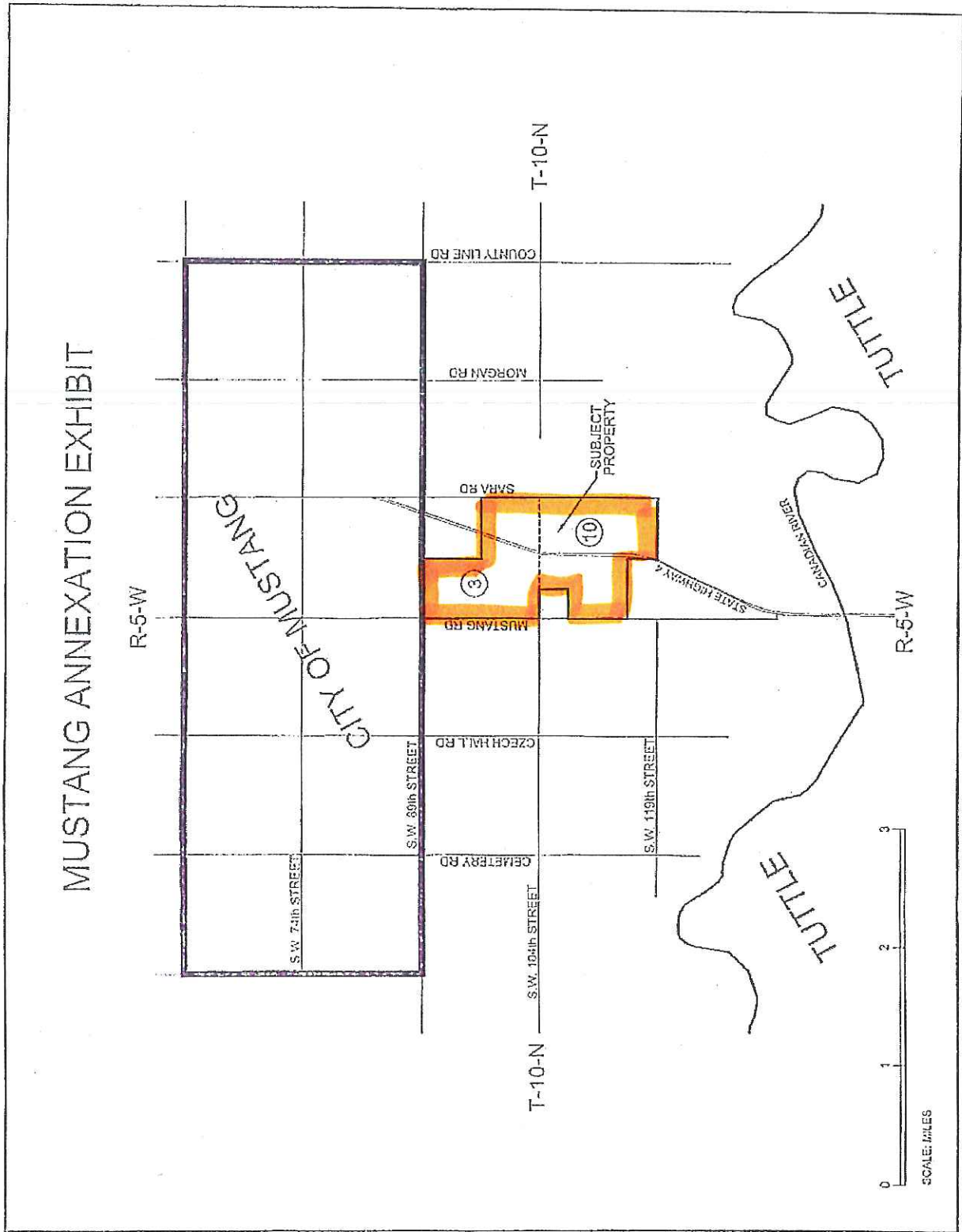
This is to certify that the above and foregoing Resolution was duly **ADOPTED AND APPROVED** by the City Council and Mayor of the City of Mustang this 19th day of **May 2015**.

Jay Adams
Mayor

Attest:

Lisa Martin
City Clerk

"Exhibit A"



LEGAL DESCRIPTION
MUSTANG ANNEXATION PROPOSAL

Section Three (3), Township Ten (10) North, Range Five (5) West of the I.M. less and except Northeast Quarter of Section Three (3)

AND

Section Ten (10), Township Ten (10) North, Range Five (5) West of the I.M. less and except the South half (1/2) of the Southwest Quarter (1/4) of Section Ten (10) and the West half (1/2) of the North half (1/2) of the Northwest Quarter (1/4)

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-10
2. MEETING DATE: May 19, 2015
3. TITLE: Code of Ethics
4. COUNCIL ACTION: Approve/Deny/Amend
5. INITIATOR: Timothy Rooney, City Manager
6. BACKGROUND: At several previous work sessions, the adoption of a proposed Code of Ethics was discussed by staff and the City Council. At that time, it was believed by all involved that there was no existing Code of Ethics adopted by the City Council and that any action regarding a Code of Ethics would be a change of direction.

Through the review of files by Ms. Martin, it was discovered that the Mustang City Council previously adopted a Code of Ethics on March 21, 2006. The Code of Ethics that was adopted by the City Council is attached for your information and review.

According to the adopted Code of Ethics, members of boards and commissions and newly elected and appointed officials shall "sign a statement affirming they read and understand the City of Mustang Code of Ethics." With that in mind, staff announced its intent of including the Code of Ethics and the signature affirmation with all elected and appointed officials moving forward.

Additionally, the Code of Ethics "shall be reviewed annually by the City Council and the City Council shall consider recommendations from boards and commissions and update it as necessary". With that in mind, staff placed the Code of Ethics on the May 11, 2015 Work Session agenda for review and discussion by the City Council.

At that work session following review and discussion, Vice Mayor Schweinberg asked that the item be placed on the May 19, 2015 City Council agenda.

7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: None
9. STAFF SOURCE: Timothy Rooney, City Manager
10. RESOLUTION / ORDINANCE: None

**Code of Ethics
for members of
Mustang City Council,
Boards and Commissions
Adopted by the Mustang City Council
March 21, 2006**

Preamble

The citizens and businesses of Mustang are entitled to have fair, ethical and accountable local government, which has earned the public's full confidence for integrity. In keeping with the City of Mustang commitment to excellence, the effective functioning of democratic government therefore requires that:

Public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government; public officials be independent, impartial and fair in their judgment and actions; public office be used for the public good, not for personal gain; and public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Mustang City Council has adopted a Code of Ethics for members of the City Council and of the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation.

1. Act in the Public Interest

Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Mustang and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the Mustang City Council, boards and commissions.

2. Comply with the Law

Members shall comply with the laws of the nation, the State of Oklahoma and the City of Mustang in the performance of their public duties. These laws include, but are not limited to: the United States and Oklahoma constitutions; the Mustang City Charter; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and City ordinances and policies.

3. Conduct of Members

The professional and personal conduct of members must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, boards and commissions, the staff or public.

4. Respect for Process

Members shall perform their duties in accordance with the processes and rules of order established by the City Council and board and commissions governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the City Council by City staff.

5. Conduct of Public Meetings

Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

6. Decisions Based on Merit

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication

Members shall publicly share substantive information that is relevant to a matter under consideration by the Council or boards and commissions, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, members shall not use their official positions to influence government decisions in which they have a material financial interest, or where they have an organizational responsibility or personal relationship, which may give the appearance of a conflict of interest.

In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts; and they shall abstain from participating in deliberations and decision-making where conflicts may exist.

9. Confidential Information

Members shall respect the confidentiality of information concerning the property, personnel or affairs of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

10. Use of Public Resources

Members shall not use public resources not available to the public in general, such as City staff time, equipment, supplies or facilities, for private gain or personal purposes.

11. Advocacy

Members shall represent the official policies or positions of the City Council, board or commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of Mustang, nor will they allow the inference that they do.

12. Policy Role of Members

Members shall respect and adhere to the council-manager structure of Mustang city government as outlined by the Mustang City Charter. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by the public, boards and commissions, and City staff.

Except as provided by the City Charter, members therefore shall not interfere with the administrative functions of the City or the professional duties of City staff; nor shall they impair the ability of staff to implement Council policy decisions.

13. Independence of Boards and Commissions

Because of the value of the independent advice of boards and commissions to the public decision-making process, members of Council shall refrain from using their position to unduly influence the deliberations or outcomes of board and commission proceedings.

14. Positive Work Place Environment

Members shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Members shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to staff.

15. Implementation

As an expression of the standards of conduct for members expected by the City, the Mustang Code of Ethics is intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions.

For this reason, ethical standards shall be included in the regular orientations for candidates for City Council, applicants to board and commissions, and newly elected and appointed officials. Members entering office shall sign a statement affirming they read and understood the City of Mustang code of ethics. In addition, the Code of Ethics shall be annually reviewed by the City Council, boards and commissions, and the City Council shall consider recommendations from boards and commissions and update it as necessary.

16. Compliance and Enforcement

The Mustang Code of Ethics expresses standards of ethical conduct expected for members of the Mustang City Council, boards and commissions. Members

themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

All members of boards and commissions have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

A violation of this code of ethics shall not be considered a basis for challenging the validity of a Council, board or commission decision.

I affirm I have read and understand the City of Mustang Code of Ethics.

Signature

Position

Printed Name

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 **05/05/15** MIA Minutes
- *2. Approval of **05/07/15** City Council/MIA Special Meeting (Budget Session) Minutes.
- *3. Approval of **05/14/15** City Council/MIA Special Meeting (Budget Session) Minutes.
- *4. Claims List for **FY '15**

E. INFORMATION/REPORTS

- 1. Trustee Manager
- 2. Trustees

F. DISCUSSION ITEMS

- *1. **Discussion, Consideration and Possible Action** regarding Approval of an Amended and Restated Permanent Easement, which will amend the Permanent Easement previously granted by Covenant Development Corporation to the City of Mustang in order to move the water line easement, and to authorize the Mayor to negotiate and execute the final document with the property owner, Westmoore Community Church, Inc., to effect such amendment.

G. ADJOURNMENT

***Items Considered Concurrently on the City Council Agenda.**

MUSTANG IMPROVEMENT AUTHORITY
MAY 5, 2015

The Mustang Improvement Authority met in regular session on Tuesday, May 5, 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, May 1, 2015, at 2:00 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Chairman Adams called the meeting to order at **8:26 p.m.**

B. ROLL CALL

Trustees Present: Riley
Staples
Grider
Jones
Hagan
Schweinberg
Adams

Trustees Absent: None

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **04/21/15** MIA Minutes.
- *2. Claims List for **FY '15**
- *3. Approval to Turn **Past Due Utility Accounts** over to Collection Agency.
- *4. Acknowledgement of **Receipt of DEQ Permit** No. SL000009150268, to Construct Sewer Line for OnCue Project, 900 E. State Highway 152.
- *5. Approval of **Maintenance Bond** for Water Line and Fire Hydrant for Mustang Elementary Gym Project – 400 S. Mustang Rd.
- *6. Approval of **Performance and Maintenance Bonds** for Project Titled 59th Street Bridge Waterline Relocation.

MOTION was made by **Trustee Schweinberg**, seconded by **Trustee Hagan**, to approve Items D-1 thru D-6 of the Consent Agenda.

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

E. INFORMATION/REPORTS

1. Trustee Manager

None.

2. Trustees

None.

F. DISCUSSION ITEMS

- *1. **Discussion, Consideration and Possible Action** regarding Approval of Change Order #1 for Project Titled 59th Street Bridge Waterline Relocation.

MOTION was made by **Trustee Schweinberg**, seconded by **Trustee Staples**, to Approve Change Order #1 for Project Titled 59th Street Bridge Waterline Relocation in the amount of \$24,390.00.

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

- *2. **Discussion, Consideration and Possible Action** regarding Approval of an Amendment to Permanent Easement previously granted by Covenant Development Corporation to the City of Mustang for placement of a water line located in the Northeast Quarter (NE/4) of Section 17, Township 10 North, Range 3 West, Cleveland County, Oklahoma, I.M., to relocate the water line easement, and to authorize the Mayor to negotiate and execute the final document with the property owner, Westmoore Community Church, Inc., to effect such amendment.

MOTION was made by **Chairman Adams**, seconded by **Trustee Jones**, to Remove the Item from the Agenda.

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

G. ADJOURNMENT

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

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

Meeting was adjourned at **8:27 p.m.**

Jay Adams, Chairman

Attest:

Lisa Martin, Secretary

FUND: 68 - IMPROVEMENT AUTHORITY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 68 GENERAL GOVERNMENT						
15-1112	01-B0024	BANCFIRST	2014B SEMI ANNUAL TRUSTEE	5/2015	201505111119	1,000.00
15-1125	01-B0024	BANCFIRST	2014 A BOND PAYMENT	5/2015	201505111116	183,646.25
15-1910	01-B0120	BOND FUND	4TH PENNY TRANSFER	5/2015	201505111121	19,227.37
15-0009	01-G0030	GENERAL FUND	OPERATING TRANSFER	5/2015	201505111115	230,000.00
15-1911	01-L0045	LIMITED PURPOSE FUND	3RD PENNY TRANSFER	5/2015	201505111122	42,609.59
15-1094	01-M0210	MUSTANG IMPROVEMENT	TRANSFER CIP FEE TO MIA	5/2015	201505111118	29,470.50
DEPARTMENT TOTAL:						505,953.71
DEPARTMENT: 72 WATER						
15-1919	01-C0135	CITY OF OKC UTILITIES	WATER PURCHASE	5/2015	201505121147	25,135.50
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111135	10,478.86
15-1887	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505111142	15,503.82
15-1922	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505121149	191.35
15-1930	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505141157	856.82
15-0395	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	5/2015	0515-OP-131429	90,274.90
DEPARTMENT TOTAL:						142,441.25
DEPARTMENT: 75 SEWER						
15-1871	01-C0010	CADDO ELECTRIC CO-OP INC	ELECTRIC SERVICES	5/2015	201505111132	339.00
15-1931	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS TRANSPORTATION CHARGE	5/2015	81511504-	145.70
15-1912	01-00035	OKLAHOMA ELECTRIC CO-OP	ELECTRIC SERVICE	5/2015	201505111135	1,074.00
15-1887	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505111142	244.89
15-1897	01-00055	OG&E COMPANY	ELECTRIC SERVICE	5/2015	201505111140	37.80
15-0395	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	5/2015	0515-OP-131429	50,779.63
DEPARTMENT TOTAL:						52,621.02
FUND TOTAL:						701,015.98