MUSTANG CITY COUNCIL
MUSTANG MUNICIPAL BUILDING
1501 N. MUSTANG ROAD
MUSTANG, OKLAHOMA 73064

OCTOBER 3, 2017
7:00 P.M.

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Terry Armstrong, Pastor, The Church of the Nazarene

C. ROLL CALL

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

F. CONSENT AGENDA

These items are considered on the Consent Agenda so that members of the City Council by unanimous consent can designate routine agenda items to be approved by one motion. If any item proposed on the Consent Agenda does not meet with approval of all Councilmember's that item will be removed and heard in regular order.

1. Approval of **09/26/2017** City Council Minutes.
*2. Claims List for **FY 2018.**
*3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
4. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.

G. INFORMATION/REPORTS

1. City Manager

2. City Council

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** regarding Approval of Traffic Calming / Speed Tables Policy.

*2. **Discussion, Consideration and Possible Action** regarding Establishment of Sanitary Sewer Rates Prior to Winter Consumption.

3. **Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1153**, an Ordinance of the City of Mustang, Oklahoma, Amending Chapter 2, Section 2-193, Relating to Contracts to Increase the Contract Amount which Requires Prior Council Approval from $25,000 to $50,000; Declaring a Repealer; Providing for Severability; and Declaring an Emergency.

J. CITY ATTORNEY'S REPORT

1. **Discussion, Consideration and Possible Action** regarding *Freedom Mortgage Corporation vs. David A. Langwell, et al.* (including the City of Mustang), Case No. CJ-2017-503, District Court, Canadian County, State of Oklahoma; and, **proposed Executive Session as authorized by 25 Okla. Stat. §307(4)**.

2. **Discussion** regarding City Manager's Evaluation; and, **Proposed Executive Session as authorized by 25 Okla. Stat. 307(B)(1).**

K. ADJOURNMENT

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

MUSTANG CITY COUNCIL
SEPTEMBER 26, 2017

The Mustang City Council met in special session on Tuesday, September 26, 2017, 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, September 22, 2017, at 3:30 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 **7:00 p.m.**

B. PLEDGE OF ALLEGIANCE/INVOCATION (Wriley Webster, Pastor, The Bridge Assembly of God.

Pastor Webster led the assembly in the Pledge and Invocation. He stated the Church had been opening multi-campus sites across the metro area and all were doing well.

C. ROLL CALL

Councilmembers Present: **Riley**
Leete
Grider
Jones
Hagan
Schweinberg

Councilmembers Absent: **Adams**

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

Randall Hubbard, 309 E. Plantation Terrace, addressed the Council regarding the letter he received about a weed violation in the ditch behind his house. He stated the weed was from the neighboring yard that crept through his fence and that he kept his property maintained, stating his neighbors do not. He thanked the Council for requiring everyone to clean up their portion of the ditch, but stated some areas could not be cleaned by the homeowners as it would require heavy equipment to remove the debris. He stated much of the debris that has landed in this drainage ditch is from construction in the Savannah Lakes Addition stating in the past, the City cleaned out the heavy debris. He asked the *City Manager* to come look at the ditch and he would be happy to show him the trouble areas.

Mark Grubbs, 201 S. Chardon Dr, addressed the Council regarding the current building setbacks in Mustang of 30 feet and asked them to review and reduce them to 25 feet. He provided a list of required setbacks from cities in the surrounding area stating none required 30 feet, with the majority being 25 feet. He provided reasons for changing the setbacks to 25 feet such as more environmentally friendly, 30 foot setbacks costing more and stated most new housing construction have three car garages and five feet would not make much difference, and homeowners wanting larger backyards.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

None.

F. CONSENT AGENDA

1. Approval of **09/05/2017** City Council Minutes.
2. Approval of **09/11/2017** City Council Special Meeting (Work Session) Minutes.

*3. Claims List for **FY 2017**.

*4. Claims List for **FY 2018**.

5. Approval of **Resolution No. 18-015** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $215,595.
6. Approval of **Resolution No. 18-016** making changes in the Impound Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $13,000.
7. Approval of **Resolution No. 18-017** making changes in the Library Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $37,952.
8. Approval of **Resolution No. 18-018** making changes in the Limited Purpose Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $84,768.
9. Approval of **Resolution No. 18-019** making changes in the Park and Recreation Donation Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $1,000.
10. Approval of **Resolution No. 18-020** making changes in the Penny Extension 10% P.S. Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $21,000.
11. Approval of **Resolution No. 18-021** making changes in the Street Improvement Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $267,000.
12. Approval to **Deny Tort Claim** by Peachtree Living, LLC, date of incident December 24, 2016, in the amount of $5,403.57.

MOTION was made by **Councilman Grider,** seconded by **Councilman Leete**, to approve Items F-1 through F-12 of the Consent Agenda.

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

G. INFORMATION/REPORTS

1. **City Manager**

City Manager Rooney stated he did not have anything to report in addition to the City Manager's Report available on the City's website.

2. **City Council**

a. Approval of **Proclamation** Declaring September 17th through September 23rd as "Constitution Week".

MOTION was made by **Councilman Jones,** seconded by **Councilman Grider**, to Approve the Proclamation Declaring September 17th through September 23rd as "Constitution Week".

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

Vice Mayor Schweinberg invited the representatives from the Malcolm Hunter Chapter of the Daughters of the American Revolution to the front and read the Proclamation and presented it to them.

b. **Presentation** of Plaque and Recognition of Outgoing Council-member Kevin Riley, Ward I.

Vice Mayor Schweinberg invited *Councilman Riley*, Ward I, to the front where he read and presented a plaque to him stating it was an honor to serve with him and he brought a tremendous amount of knowledge and experience to this Council.

c. City Council Reports

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

Councilman Riley thanked everyone stating it was an honor to serve with them stating this Council cares deeply for the City of Mustang. He stated he learned a lot about perception stating as a citizen, you are more interested in what is best for you in regards to the City, but as a Councilmember, it is what is best for the City stating this Council does a very good job.

He also stated he had visited with Mr. Hubbard, as well as the Mayor and City Manager regarding the drainage ditch and they would try to address his concerns.

Councilman Leete thanked *Councilman Riley* and his family for his service. He also stated he wanted to give a public apology to Mr. Bobby Atkinson who had left him a message while he was on his way out of town regarding a time sensitive issue and he was not able to get back to him in the time frame needed. He stated he would reach out to him again.

Councilman Grider stated he received a few calls regarding Community Development type items stating *Community Development Director Helsel* provided him great responses and wanted to let her know he appreciated her hard work.

Councilman Jones stated he would miss *Councilman Riley* and his family and wished him well. He also apologized to *Councilman Leete* and other veterans regarding the National Anthem protests seen on TV stating he was happy to live in a City that honors veterans and thanked all veterans in attendance this evening.

Councilwoman Hagan also thanked *Councilman Riley* for his service on the Council.

Vice Mayor Schweinberg stated Western Days was a great success and thanked *Mayor Adams* and *Councilmen Leete and Grider* for their participation along with him in the parade meeting people and handing out candy. He also wished good luck to *Councilman Riley* and his family.

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** regarding Final Plat Application FP-6-19-17-1-30, Crystal Springs Addition, 29Sara, LLC, SW Corner N. Clear Springs Road and W SW59th Street.

   Community Development Director Helsel stated the applicant, 29Sara, LLC, has submitted the Final Plat for Crystal Springs Addition for approval stating the Addition was located at 59th Street and Clear Springs Road and contains approximately 33 acres, proposing 117 lots. She stated the area is zoned R-1 and would have public sewer, water and streets stating a lift station would also be installed in the southeast corner of the subdivision.

   Helsel stated the Final Plat met the R-1 requirements and the City Engineer, City Attorney and Fire Department have reviewed and approved the plat. She stated the development conforms to the long range plan stating Planning Commission voted unanimously to approve and Staff also recommends approval.

   Councilman Grider stated he had been contacted twice about concerns regarding the drainage sitting too high and could cause flooding on the east side of Cemetery Road. He stated he knew *City Engineer Vick* was very thorough and would not allow this to happen, but wanted to let her know he had received a couple of calls regarding it.

   Helsel stated *City Engineer Vick* has reviewed the plans and the development met Code requirements.

MOTION was made by **Councilman Grider,** seconded by **Councilman Jones**, to Approve Final Plat Application FP-6-19-17-1-30, Crystal Springs Addition, 29Sara, LLC, SW Corner N. Clear Springs Road and W SW59th Street.

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

2. **Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1152**, an Ordinance of the City of Mustang, Oklahoma, Amending Chapter 122, Article I, by Amending Section 122-5 to Adopt the Imagine Mustang Comprehensive Plan; Providing for Repealer; Providing for Severability; and Declaring an Emergency.

Community Development Director Helsel stated at the last City Council meeting, the Imagine Mustang Comprehensive Plan was adopted. She stated the Municipal Code in Section 122-5 mentions the previous plan, Mustang Vision 20/20; therefore, needed to be amended.

MOTION was made by **Councilman Grider,** seconded by **Councilman Leete**, to Approve **Ordinance No. 1152**, an Ordinance of the City of Mustang, Oklahoma, Amending Chapter 122, Article I, by Amending Section 122-5 to Adopt the Imagine Mustang Comprehensive Plan; Providing for Repealer; Providing for Severability.

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

MOTION was made by **Councilman Grider,** seconded by **Councilman Leete**, to Declare an Emergency for **Ordinance No. 1152**.

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

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

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

The meeting was adjourned at **7:28 p.m.**

_____
Jay Adams, Mayor

Attest:

_____
Lisa Martin, City Clerk

FUND: 01 - GENERAL FUND SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		MAYOR AND COUNCIL				
18-0007	01-H0045	RALPH STEVEN HUDDLESTON	COURT APPEARANCES	10/2017	201709276160	1,600.00
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	20.00
					DEPARTMENT TOTAL:	1,620.00
DEPARTMENT: 11		CITY MANAGER				
18-0761	01-A0164	LAURA ANDERSON	REIMB. FOR LUNCH, CARDS	9/2017	201709276164	70.30
18-0661	01-B0186	JUSTIN BATTLES	PER DIEM FOR ICMA CONFERE	9/2017	201709276165	240.00
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	60.00
18-0653	01-R0132	TIM ROONEY	PER DIEM FOR ICMA CONFER	9/2017	201709276170	240.00
18-0204	01-V0106	VALIR OUTPATIENT CLINICS MA	PRE-EMPLOYMENT DRUG SCREE	9/2017	201709276161	25.00
					DEPARTMENT TOTAL:	635.30
DEPARTMENT: 12		LIBRARY				
18-0302	01-B1023	BTAC ACQUISITION CORP.	NONFICTION BOOKS FOR COLL	9/2017	5014679827	73.37
18-0317	01-B1023	BTAC ACQUISITION CORP.	ADULT FICTION	9/2017	5014679826	33.54
18-0759	01-M0001	STAR COMMUNICATION CORPORA	ANNUAL SUBSCRIPTION	9/2017	201709276167	25.00
18-0300	01-M0263	MIDWEST TAPE, LLC	NONPRINT ITEMS FOR COLLE	9/2017	95406890	265.52
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	10.00
					DEPARTMENT TOTAL:	407.43
DEPARTMENT: 13		PARKS AND RECREATION				
18-0002	01-A0114	PHIL & HELEN SCHUMINSKY MUS	STORAGE SERVICES	10/2017	201709276148	87.00
18-0377	01-B1026	B&C APPAREL	T-SHIRTS FOR COLOR RUN	9/2017	33897a	544.00
18-0426	01-B1026	B&C APPAREL	T-SHIRTS FOR COLOR RUN	9/2017	33897	1,350.00
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	125.00
					DEPARTMENT TOTAL:	2,106.00
DEPARTMENT: 15		GENERAL GOVERNMENT				
18-0002	01-A0114	PHIL & HELEN SCHUMINSKY MUS	STORAGE SERVICES	10/2017	201709276148	133.00
18-0075	01-C0278	COX COMMUNICATIONS, INC.	TELEPHONE/INTERNET	9/2017	201709276166	6,557.11
18-0008	01-I0015	TYLER TECHNOLOGIES, INC	UB, COURT, ONLINE COMPONE	9/2017	025-202099	250.00
18-0011	01-K0053	KG HOLDINGS, LP/WEP LAND HO	STAGE PAYBACK INCENTIVE	10/2017	201709276155	4,833.34
18-0010	01-K0127	KG SC HOLDINGS, LLC	CASH SAVER PAYBACK INCENT	10/2017	201709276156	5,000.00
18-0156	01-S0306	SETH B SHAY	PEST CONTROL SERVICE	9/2017	201709276181	600.00
					DEPARTMENT TOTAL:	17,373.45

FUND: 01 - GENERAL FUND SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 18		TOWN CENTER				
18-0701	01-L0052	LOCKE SUPPLY CO	NEW DRINKING FOUNTAIN	9/2017	32402777-00	1,312.00
18-0500	01-M0128	MAC FIRE SYSTEMS, INC	BATTERIES, SMOKE DETECTOR	9/2017	126499	350.00
18-0529	01-M0194	ALBERT D. SEGROVES	FENCE FOR GARDEN	9/2017	80818	1,337.00
18-0717	01-P0055	PLUMBCO, INC	REPAIRS TO FAUCET & HEATE	9/2017	201709276168	100.00
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	25.00
					DEPARTMENT TOTAL:	3,124.00
DEPARTMENT: 19		BALL COMPLEX				
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	60.00
					DEPARTMENT TOTAL:	60.00
DEPARTMENT: 20		AQUATICS				
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	20.00
					DEPARTMENT TOTAL:	20.00
DEPARTMENT: 21		FINANCE				
18-0764	01-O0197	OKLAHOMA MUNICIPAL COURT CL	COURT CLERK WORKSHOPS	9/2017	201709286182	80.00
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	45.00
					DEPARTMENT TOTAL:	125.00
DEPARTMENT: 31		COMMUNITY DEVELOPMENT				
18-0069	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	9/2017	R527288	41.00
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	75.00
18-0180	01-X0004	JOHN RYCZKOWSKI	MOWING & CLEANING ABATEME	9/2017	201709276179	40.00
18-0382	01-X0004	JOHN RYCZKOWSKI	MOWING & ABATEMENTS	9/2017	201709276174	885.00
					DEPARTMENT TOTAL:	1,041.00
DEPARTMENT: 41		POLICE				
18-0519	01-M0115	MTM RECOGNITION CORPORATION	TIE TACKS	9/2017	5900408	380.00
18-0599	01-P0100	PROGRAPHICS, INC	ENVELOPES	9/2017	2666	54.30
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	745.00
18-0749	01-R0123	MICHAEL W. HENDERSON	2 SIGNS	9/2017	201709276169	400.00
18-0166	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	9/2017	9793190617	29.90
					DEPARTMENT TOTAL:	1,609.20

FUND: 01 - GENERAL FUND SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 42		ANIMAL CONTROL				
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	10.00
18-0166	01-V0050	CELLCO PARTNERSHIP	MOBILE DATA TERMINAL USAG	9/2017	9793190617	29.90
					DEPARTMENT TOTAL:	39.90
DEPARTMENT: 51		FIRE				
18-0551	01-A1098	JOEL R. MILNER	FIRE DEPT. BOONIE HATS	9/2017	1	550.00
18-0449	01-C0065	CASCO INDUSTRIES, INCORPORA	FIREFIGHTER BUNKER COATS	9/2017	186094	11,450.00
18-0688	01-C0065	CASCO INDUSTRIES, INCORPORA	STORZ ADAPTER	9/2017	186348	140.00
18-0724	01-C5250	COMTECH DESIGN, PRINT & MAI	PATIENT REFUSAL FORMS	9/2017	210172	133.45
18-0723	01-G0040	GENTRY SERVICE & REPAIR, IN	AIR CONDITIONER REPAIR	9/2017	171172	315.00
18-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276159	890.00
18-0638	01-S1015	S&S TEXTILES, INC	UNIFORM FOR PARAMEDIC	9/2017	46682	97.50
					DEPARTMENT TOTAL:	13,575.95
					FUND TOTAL:	41,737.23

FUND: 08 - PD TRAFFIC ENFORCEMENT SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41		POLICE ENFORCEMENT				
18-0518	01-H1012	HARRIS CORPORATION	MOBILE RADIO	9/2017	93270494	2,747.50
					DEPARTMENT TOTAL:	2,747.50
					FUND TOTAL:	2,747.50

FUND: 39 - LIMITED PURPOSE SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41		POLICE				
18-0407	01-S1147	777 ROOFING & CONSTRUCTION,	SQUAD ROOM REMODEL	9/2017	201709276171	22,750.00
					DEPARTMENT TOTAL:	22,750.00
					FUND TOTAL:	22,750.00

FUND: 69 - RISK MANAGEMENT SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
18-0750	01-M0240	HEALTHSMART BENEFITS SOLUTI	WORKERS COMP CLAIM	9/2017	201709276162	140.00
18-0751	01-S1078	SURGERY CENTER OF OKLAHOMA,	WORKERS COMP CLAIM	9/2017	201709276163	592.50
					DEPARTMENT TOTAL:	732.50
					FUND TOTAL:	732.50
					GRAND TOTAL:	593,835.57

SEPTEMBER 2017 VISA

DEPT		
511	CITY MANAGER	$ 500.00
512	LIBRARY	$ 4,000.00
513	PARKS & RECREATION	$ 8,000.00
515	GENERAL GOVERNMENT	$ 4,000.00
518	TOWN CENTER	$ 6,000.00
521	FINANCE	$ 200.00
531	COMM. DEV.	$ 1,500.00
541	POLICE	$ 4,000.00
551	FIRE	$ 6,000.00
TOTAL		$ 34,200.00

September 2017 PAYROLL

DEPT		
501	CITY ATTORNEY	$ 14,053.32
511	CITY MANAGER	$ 49,350.68
512	LIBRARY	$ 45,981.31
513	PARKS & RECREATION	$ 90,376.99
518	TOWN CENTER	$ 6,745.58
519	BALL COMPLEX	$ 30,919.19
520	AQUATICS	$ 13,333.14
521	FINANCE	$ 59,206.71
531	COMMUNITY DEVELOPMENT	$ 53,113.99
541	POLICE	$ 307,313.50
542	ANIMAL CONTROL	$ 4,539.26
543	OHSO GRANT	$ 1,743.63
551	FIRE	$ 214,027.47
TOTAL		$ 890,704.77

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. **ITEM NO.** F-3

2. **DATE:** October 3, 2017

3. **TITLE:** Approval to turn past due utility accounts over to the collection agency

4. **COUNCIL ACTION:** Approve or Deny

5. **INITIATOR:** Janet Watts, Finance Director

6. **BACKGROUND:** The attached utility accounts are past due and need to be sent to collections. Total balance is $2,703.08 excluding collection agency fees.

7. **STAFF SOURCE:** Janet Watts, Finance Director

8. **FINANCIAL IMPACT:** Bad debt write-off of $2,703.08

9. **STAFF COMMENTS:** Recommends turning accounts over to collections.

10. **CITY ATTORNEY'S COMMENTS:**

11. **RESOLUTION/ORDINANCE NO.** N/A

JANA FERRELL - COLLECTIONS

10/03/2017

ACCOUNT NUMBER	NAME	SERVICE ADDRESS	MAILING ADDRESS	BALANCE	AGENCY FEE	TOTAL FEE
06-0230-04	ALLEN, JASSMYN	1121 W GLADYS WAY	2000 S MUSTANG RD #2403	$ 24.05		
START DATE:		MUSTANG, OK 73064	YUKON, OK 73099			
FINAL DATE:						
06-0086-18	CAUDLE, KATELYN	1005 W GLADYS WAY	2913 N REDMOND CT	$ 115.38		
START DATE:		MUSTANG, OK 73064	OKC, OK 73127			
FINAL DATE:						
21-0195-11	DOUGLAS, CHRIS	2017 EAST HILL TERR	2017 EAST HILL TERR	$ 194.58		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
15-0046-09	GONZALEZ, CRYSTAL	429 E HILLCREST LN	429 E HILLCREST LN	$ 300.64		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE						
09-0111-00	GORE, PEGGY	1038 S HIGHLAND DR	1038 S HIGHLAND DR	$ 175.20		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
05-0161-11	HODGE, JUSTIN	1247-A W HUNTINGTON WAY	1247-A W HUNTINGTON WAY	$ 365.95		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
22-0584-02	KELLERMAN, DAVID	1109 N CHARLOTTE TER	5830 NW EXPRESSWAY	$ 248.08		
START DATE:		MUSTANG, OK 73064	WARR ACRES, OK 73132			
FINAL DATE:						
15-0107-00	MAYFIELD, KEN	513 S MEADOW LN	513 S MEADOW LN	$ 162.18		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
18-0212-03	MOUNCE, NOAH & JENNIFER	1600 N LOCUSST TERR	305 W BELLE ST	$ 105.84		
FINAL DATE:		MUSTANG, OK 73064	MINCO, OK 73059			
FINAL DATE:						
15-0193-02	ROBERTSON, TRICIA	528 E KATELYN LN	10028 HOLLYHEAD WAY	$ 148.00		
START DATE:		MUSTANG, OK 73064	YUKON, OK 73099			
FINAL DATE:						
15-0038-02	ROMASZ, DANA	612 S MEADOW LN	613 ROSEHAVEN DR	$ 91.93		
START DATE:		MUSTANG, OK 73064	ALTUS, OK 73521			
FINAL DATE:						
17-0197-07	STRINGER, MELESSA & RONNI	727 E ELDER LN	9617 BROCK RD	$ 30.28		
START DATE:		MUSTANG, OK 73064	ARDMORE, OK 73401			
FINAL DATE:						
22-0419-01	TATE PUBLISHING	464 N FINANCIAL TERR	464 N FINANCIAL TERR	$ 248.53		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
22-0391-01	TATE PUBLISHING	123-27 E TRADE CENTER TERR	464 N FINANCIAL TERR	$ 58.61		
START DATE:		MUSTANG	MUSTANG, OK 73064			
FINAL DATE:						
18-0029-06	THOMPSON, BOBBI	216 N MONOCOUPE TERR	216 N MONOCOUPE TERR	$ 60.86		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
05-0206-08	WILSON, ERIKA	323 N WESTCHESTER WAY	323 N WESTCHESTER WAY	$ 223.76		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
07-0058-09	WYATT, SUZANNE & JAMES	728 W ELDER DR	1340 N BEARD	$ 65.24		
START DATE:		MUSTANG, OK 73064	SHAWNEE, OK 74801			
FINAL DATE:						
06-0188-12	WILLIAMS, WILLIAM	1041 W GLADYS WAY	1041 W GLADYS WAY	$ 83.97		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
ACCOUNTS: 18			TOTALS:	$ 2,703.08	$ 946.08	$ 3,649.16

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. **ITEM NO.** F-4
2. **MEETING DATE:** October 3, 2017
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 $1,484.69 excluding collection agency fees.
7. **FINANCIAL IMPACT:**
   Inventory loss of $1,484.69
8. **STAFF COMMENTS:** Recommend Approval
9. **STAFF SOURCE:** Julie Slupe, Library Director
10. **CITY ATTORNEY COMMENTS:**
11. **RESOLUTION/ORDINANCE NO.** N/A

Council Copy
Accounts Sent to Collections
for September, 2017

	A	B	C	D	E
1	**Acct #**	**NAME/RESPONSIBLE PARTY**	**CITY, STATE, ZIP**	**BOOK BALANCE**	
2	0071268	Laura Elizabeth Gutierrez	Mustang, OK 73064	$72.95	
3	0070157	Stephanie L. Humphrey	Yukon, OK 73099	$66.43	
4	0067237	Dakota Robert Lehman	Mustang, OK 73064	$51.95	
5	0054543	Joshua T. Price	Mustang, OK 73064	$108.88	
6	0070984	Colton Blake Smith	Mustang, OK 73064	$335.06	
7	0071022	Christopher J. Boxford	Oklahoma City, OK 73179	$251.60	
8	0064749	Larena S. Dodd	Yukon, OK 73099	$173.16	
9	0067567	Stephen W. Brannon	Yukon, OK 73099	$64.38	
10	0069750	Amanda Standridge	Oklahoma City, OK 73112	$52.95	
11	0069751	Amanda Standridge	Oklahoma City, OK 73112	$91.42	
12	0069749	Amanda Standridge	Oklahoma City, OK 73112	$70.95	
13	0071265	Erika Jean Wilson	Mustang, OK 73064	$14.99	
14	0071264	Erika Jean Wilson	Mustang, OK 73064	$3.99	
15	0071263	Erika Jean Wilson	Mustang, OK 73064	$95.99	
16	0071266	Erika Jean Wilson	Mustang, OK 73064	$29.99	
17			TOTAL FOR INDIVIDUALS	$1,484.69	
18					
19			TOTAL FOR ILL	0.00	
20					
21			OVERALL TOTAL	1,484.69	
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-1

2. MEETING DATE: October 3, 2017

3. TITLE: Traffic Calming/Speed Tables Policy

4. COUNCIL ACTION: Approve

5. INITIATOR: Timothy Rooney, City Manager

6. BACKGROUND: As was discussed with the City Council in work sessions, staff has developed the attached policy relating to requests for the additions of "speed bumps" in residential areas. While "speed bumps" would not be installed under any circumstance, the attached policy allows for the installation of "speed tables" providing they meet the requirements established by the attached policy. Those requirements are as follows:
   - 75% of the residents along the street segment or block where the "speed table" is to be installed must be in agreement with the request. NOTE: The applicant would need to obtain the required signatures.
   - Both property owners adjacent to the "speed table" would have to agree as to the placement of the "speed table."
   - If the request is located in a subdivision with an active Home Owner's Association, the HOA must also approve of the request.
   - The street for which the "speed table" is to be located must be a residential or residential collector street with a posted speed limit of 25 mph or less with more than 400 vehicle trips per day.
   - 15% of the vehicles must be traveling 30 mph or higher (in a 25 mph speed limit).
   - If the request is on a private street or one not maintained by the City of Mustang, the installation of the "speed table" must be paid by someone other than the City of Mustang.

   Once the application is submitted, and the necessary signatures are approved, the speed study would be conducted to ensure that both the vehicle trip count and exceedances of the speed limit meet the requirements. Assuming all conditions are met, funds would be requested in the following FY budget to allow for the installation of the "speed table."

   Speed tables would generally be 4-5 inches high for a length of 24 feet.

6. FINANCIAL IMPACT: If the policy is approved and adopted by the City Council, costs would be incurred whenever a request for the installation of a speed table meets the policy guidelines. Funds would be requested in the following year's budget.

7. STAFF COMMENTS: None

8. STAFF SOURCE: Timothy Rooney, City Manager

9. RESOLUTION / ORDINANCE: If the policy is approved by the City Council on October 3, 2017, a Resolution would be crafted for the October 17, 2017 meeting in order to formally adopt the actions of the City Council.

11. ATTACHMENTS: Proposed Traffic Calming – Speed Tables Policy

TRAFFIC CALMING POLICY – SPEED TABLES

I. Introduction

A. In order to address the issues of speeding in residential areas, this policy was created as a means for residents of the City of Mustang to request the installation of "speed tables" along residential streets to calm /reduce speeds and maintain the characteristics of the residential neighborhood.

B. Requests for the installation of "speed tables" is resident driven and requires several steps to be completed by the applicant(s) in order for the installation to occur.

II. Criteria for the Installation of a Speed Table

A. The following requirements must be met for the installation of a "speed table":

1.. 75% of the residents along the street segment or block where the "speed table" is to be installed must be in agreement with the request.

2. Both property owners adjacent to the "speed table" would have to agree as to the placement of the "speed table."

3. If the request is located in a subdivision with an active Home Owner's Association, the HOA must also approve of the request.

4. The street for which the "speed table" is to be located must be a residential or residential collector street with a posted speed limit of 25 mph or less with more than 400 vehicle trips per day.

5. 15% of the vehicles must be traveling 30 mph or higher (in a 25 mph speed limit).

6. If the street segment for which the "speed table" is to be installed is a private street, the installation of the "speed table" must be paid by someone other than the City of Mustang.

B. The applicant would need to obtain the required signatures (75% of property owners of street segment, property owners adjacent to planned location of speed table, and HOA approval) and submit them to the City for verification.

III. Application Process

A. Once the interested resident has reviewed the above requirements, the attached application shall be submitted to the City Clerk's Office with the necessary signatures as outlined above.

B. Once the application is submitted, staff will then take the appropriate steps to have the vehicle trips and speed survey conducted. The results of both will be shared with the applicant upon completion.

IV. Application Outcome

A. If all application conditions are met as outlined in Item II, the applicant will receive a letter stating that their application has been approved. Funds will be requested for the installation of the "speed table" in the following FY budget.

B. If the application conditions are not met, the applicant will receive a letter explaining that the application has been denied with the conditions that were not met being outlined accordingly.

V. Appeal

A. Any appeal of the final outcome of the application would be made to the City Council.

B. No repeat application for the same street segment will be processed for a period of one year.

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H - 2

2. MEETING DATE: October 3, 2017

3. TITLE: Establishment of Sanitary Sewer Rates Prior to Winter Consumption

4. COUNCIL ACTION: Approve

5. INITIATOR: Timothy Rooney, City Manager

6. BACKGROUND: As was discussed with the City Council in work sessions, sanitary sewer rates in the City of Mustang are based on the water consumed at the service address during the winter or low consumption months. Depending on the zone of the service address, these are performed during a three month period between October and December or November and January. Until such time that the Winter Period Consumption Base is established, new residents and/or utility customers are charged a sanitary sewer rate based on 7,500 gallons of water consumption.

   As you can imagine, this creates a significant problem for residents that don't typically use a great deal of water, for instance a single person, a couple, or even a small family. Depending on when the new service is established, a customer can end up paying a sewer rate for almost a year based on water consumption that is several times more than what they would ever use. This generates a significant amount of complaints to this office.

   Staff is proposing to address this issue by establishing a tiered rate for sanitary sewer until such time that the Winter Period Consumption Base can be established. Those rates would be as follows:

# of People in Household	Rate Based on Water Consumption Amount
1	2,500 gallons
2-3	5,000 gallons
4 or more	7,500 gallons

   At the time of application for new service, a "# of people in household" question will be added to the application. The sanitary sewer rate would then be applied based on that answer until such time that the Winter Period Consumption Base calculations occur.

6. FINANCIAL IMPACT: Negligible.

7. STAFF COMMENTS: None

8. STAFF SOURCE: Timothy Rooney, City Manager

9. RESOLUTION / ORDINANCE: If the proposal is approved by the City Council on October 3, 2017, an Ordinance would be crafted for the October 17, 2017 meeting in order to formally adopt the actions of the City Council.

11. ATTACHMENTS: None

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H-3

2. MEETING DATE: September 5, 2017

3. TITLE: Increasing the Contract Amount Requiring Council Approval

4. COUNCIL ACTION: Approve

5. INITIATOR: Timothy Rooney, City Manager

6. BACKGROUND: In July of 2015, the Mustang City Council passed Ordinance No. 1127 which raised the competitive bid limit from $25,000 to $50,000. This was implemented as a result of action taken by the State Legislature in 2013 to allow cities to raise that limit to $50,000.

   What did not change at that time was the approval limit for contractual services. While it was the intent of staff to also raise this limit to $50,000 at that time, this was not specifically outlined in Ordinance No. 1127.

   The attached proposed ordinance would raise that limit to $50,000 as well.

6. FINANCIAL IMPACT: Advertisement costs for both newspapers.

7. STAFF COMMENTS: None

8. STAFF SOURCE: Timothy Rooney, City Manager

9. RESOLUTION / ORDINANCE: Ordinance No. 1153

10. ATTACHMENTS: Ordinance No. 1153

ORDINANCE NO. 1153

AN ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA, AMENDING CHAPTER 2, SECTION 2-193 RELATING TO CONTRACTS TO INCREASE THE CONTRACT AMOUNT WHICH REQUIRES PRIOR COUNCIL APPROVAL FROM $25,000 TO $50,000; DECLARING A REPEALER; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

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

Section 1. ENACTMENT.

Chapter 2, Section 2-193 of the Municipal Code of the City of Mustang, Oklahoma, is hereby amended to read as follows:

Sec. 2-193. - Council approval required for certain purchases and contracts.

Every contract for or purchase of supplies, materials, equipment or contractual services for more than $50,000.00 shall require the prior approval of the city council, and under no circumstances may such contract or purchase be made without first obtaining the approval of the council.

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, an 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 August, 2017.

_____
MAYOR

ATTEST:

_____
CITY CLERK

APPROVED as to form this _____ day of August, 2017.

_____
City Attorney

MUSTANG IMPROVEMENT AUTHORITY
MUSTANG MUNICIPAL BUILDING
1501 N. MUSTANG ROAD
MUSTANG, OKLAHOMA 73064

OCTOBER 3, 2017
7:00 P.M.

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. NEW BUSINESS

D. CONSENT AGENDA

These items are considered on the Consent Agenda so that members of the Improvement Authority by unanimous consent can designate routine agenda items to be approved by one motion. If any item proposed on the Consent Agenda does not meet with approval of all Trustees that item will be removed and heard in regular order.

1. Approval of **09/26/2017** MIA Minutes
*2. Claims List for **FY 2018**
*3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.

E. INFORMATION/REPORTS

1. Trustee Manager

2. Trustees

F. DISCUSSION ITEMS

*1. **Discussion, Consideration and Possible Action** regarding Establishment of Sanitary Sewer Rates Prior to Winter Consumption.

G. ADJOURNMENT

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

MUSTANG IMPROVEMENT AUTHORITY
SEPTEMBER 26, 2017

The Mustang Improvement Authority met in special session on Tuesday, September 26, 2017, 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, September 22, 2017, at 3:30 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Vice Chairman Schweinberg called the meeting to order at **7:28 p.m.**

B. ROLL CALL

Trustees Present: **Riley**
Leete
Grider
Jones
Hagan
Schweinberg

Trustees Absent: **Adams**

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **09/05/2017** MIA Minutes
*2. Claims List for **FY 2017**
*3. Claims List for **FY 2018**
4. Approval of **Resolution No. 18-022** making changes in the 2014A Note Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $679,736.
5. Approval of **Resolution No. 18-023** making changes in the 2016 Note Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $98,293.
6. Approval of **Resolution No. 18-024** making changes in the Mustang Improvement Authority Fund Budget by making a Supplemental Appropriation to Increase the 2017-2018 Fiscal Year Budget by $98,293.

MOTION was made by **Trustee Grider**, seconded by **Trustee Leete**, to approve Items D-1 through D-6 of the Consent Agenda.

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

E. INFORMATION/REPORTS

1. Trustee Manager

None.

2. Trustees

None.

F. DISCUSSION ITEMS

None

G. ADJOURNMENT

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

AYE: **Riley, Leete, Grider, Jones, Hagan, Schweinberg**
NAY: **None**

Meeting was adjourned at **7:29 p.m.**

_____
Jay Adams, Chairman

Attest:

_____
Lisa Martin, Secretary

FUND: 68 - IMPROVEMENT AUTHORITY SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 68		GENERAL GOVERNMENT				
18-0398	01-A1213	AVTEC, INC.	RADIO UPGRADE	9/2017	31770	56,055.70
18-0003	01-B0024	BANCFIRST	2013 NOTE PAYMENT	10/2017	201709276152	94,053.92
18-0004	01-B0024	BANCFIRST	2009 OWRB LOAN PAYMENT	10/2017	201709276149	21,939.67
18-0037	01-B0024	BANCFIRST	2014B NOTE PAYMENT	10/2017	201709276153	17,930.42
18-0336	01-B0024	BANCFIRST	2017 NOTE PAYMENT	10/2017	201709276151	78,059.10
18-0594	01-B0024	BANCFIRST	2016 NOTE PAYMENT	10/2017	201709276150	98,314.80
18-0008	01-I0015	TYLER TECHNOLOGIES, INC	UB, COURT, ONLINE COMPONE	9/2017	025-202099A	192.00
18-0109	01-I0015	TYLER TECHNOLOGIES, INC	ACCOUNTING SOFTWARE FEES	9/2017	025-201641	914.22
18-0042	01-M0210	MUSTANG IMPROVEMENT AUTHOR	ITRANSFER CIP FEE	10/2017	201709276157	32,000.00
18-0017	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	10/2017	201709276158	8,333.34
18-0399	01-S0206	STOLZ TELECOM, LLC	VEHICLE UPFITS, TABLETS &	9/2017	2634	32,570.54
					DEPARTMENT TOTAL:	440,363.71
DEPARTMENT: 78		SANITATION				
18-0130	01-O0121	OKLAHOMA ENVIRONMENTAL MANA	SANITATION SERVICES	9/2017	201709286183	85,504.63
					DEPARTMENT TOTAL:	85,504.63
					FUND TOTAL:	525,868.34