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

FEBRUARY 17, 2015
7:00 P.M.

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Randy Martin, Pastor, Mustang Christian Church

C. ROLL CALL

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

F. CONSENT AGENDA

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

1. Approval of **02/03/15** City Council Minutes.
*2. Claims List for **FY'15**
3. Approval of **Resolution No. 15-040** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $32,019.
4. Approval of **Resolution No. 15-041** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $2,255.
5. Approval of Annual Agreement with **Area Wide Aging Agency** based out of Redlands Community College to Provide Weekly Meal Program for Senior Adults.
*6. Approval to **Renew Audit Engagement Letter** Submitted by Anne Marie Elfrink, MS., CPA for Auditing Services for Fiscal Year Ending June 30, 2015.
7. Acceptance of Three **Scoreboards** for Wild Horse Park Baseball Complex.
*8. Acceptance of **Maintenance Bond** for Water Line for St. Anthony's Healthplex Property.

G. INFORMATION/REPORTS

1. City Manager

   Included in Agenda packet.

   a. Approval and Presentation of **Proclamation** Declaring February 20, 2015, as "Mustang Broncos Football Day".

2. City Council

H. DISCUSSION ITEMS

1. **Public Hearing, Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1121**, Amending the Zoning Ordinance of the City of Mustang, Oklahoma, as Amended, to Change Certain Property Located in Canadian County, Oklahoma, from "R-E" Rural Estates District to "C-5" Commercial Intensive District and, Declaring Repealer; Providing for Severability; and Declaring an Emergency. (Rezoning Application RZ-12-22-14-1-27, Saleh M. Al-Zubi, 201 N. Pine Terrace.

2. **Discussion, Consideration and Possible Action** Regarding Reappointment of Municipal Judge Steve Huddleston and Alternate Judge Chris Box.

J. CITY ATTORNEY'S REPORT

1. **Discussion, Consideration and Possible Action** on U.S. Bank National Association v. Lori R. Cave, et al. (including the City of Mustang), Case No. CJ-2015-39, District Court, Canadian County, Oklahoma; and, **proposed Executive Session as authorized by 25 O.S., Section 307(B)(4)**.

K. ADJOURNMENT

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

MUSTANG CITY COUNCIL
FEBRUARY 3, 2015

The Mustang City Council met in regular session on Tuesday, February 3, 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, January 30, 2015, at 1:00 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE/INVOCATION (Randy Martin, Pastor, Mustang Christian Church)

Randy Martin, Pastor, led the assembly in the Pledge and Invocation. He stated he was new to the community and stated February 16th would be the church's 40th anniversary which will be celebrated on Sunday, February 15th. He invited everyone to come join in the event.

C. ROLL CALL

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

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

Lynly Grider, 305 N. Emerald Way, addressed the Council stating she currently serves on the Mustang Leisure Services Board and was recently selected to represent Mustang in the Oklahoma Arts Council 2015 Leadership Arts program which equips participants to be leaders and advocates for the arts in their community. She stated she was selected out of 75 applicants across the state and the first to be selected from Mustang since the program began in 2008, stating she looks forward to being involved and bringing valuable information back to the Council.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

None.

F. CONSENT AGENDA

1. Approval of 01/20/15 City Council Minutes.
*2. Claims List for FY'15
*3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
4. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.
5. Approval of **Resolution No. 15-035** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $3,500.
6. Approval of **Resolution No. 15-036** making changes in the General Reserve Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $3,500.
7. Approval of **Resolution No. 15-037** making changes in the Limited Purpose Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $500.
8. Approval of **Resolution No. 15-038** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $3,023.
9. Approval of **Resolution No. 15-039** making changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $2,020.
*10. Approval of **Change Order #1** for Project Titled Modifications to 74th Street Booster Station and County Line Tank.

MOTION was made by **Councilman Schweinberg**, seconded by **Councilwoman Staples,** to approve Items F-1 thru F-10 of the Consent Agenda.

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

G. INFORMATION/REPORTS

1. City Manager

City Manager Rooney introduced DaOnne Skaggs with the Oklahoma Blood Institute (OBI) and ***Human Resources Director Laura Anderson***. Ms. Skaggs presented the City of Mustang with the "Blood Battle Champion" trophy from the OBI for the fourth time in the last five years. She stated Mustang tops Yukon again, but more importantly, many lives were saved as a result of both communities.

Rooney stated ***Anderson*** does a great job setting up this event and is the one who does the scheduling, notifying employees, and all else that goes on to make it so successful.

2. City Council

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

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

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

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

Councilwoman Hagan stated she had a few calls last week and informed the City Manager stating he and City Staff took care of them. She also stated she attended the Whodunit Mystery Dinner on Friday at Town Center and enjoyed it very much.

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

Mayor Adams stated he has served as the Chairman of the ACOG Board of Directors and at the 2015 Congress of Mayors got to be a part of constructing good resolutions to help with public safety and transportation that will be forwarded to the legislature stating it includes supporting better 911 services across the state. He also asked if anyone knew the whereabouts of the former Mayor's gavel, to please let him know.

H. DISCUSSION ITEMS

1. **Public Hearing, Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1120**, Amending the Zoning Ordinance of the City of Mustang, Oklahoma, as Amended, to Change Certain Property Located in Canadian County, Oklahoma, from "A-1" General Agricultural and Oil and Gas District to "R-E" Rural Estates District and, Declaring Repealer; Providing for Severability; and Declaring an Emergency. (Rezoning Application RZ-12-23-14-1-30, Sandra Smith, 821 N. Clear Springs Road.)

   Community Development Director Helsel stated this was a rezoning application to rezone from A-1 General Agricultural and Oil and Gas District to R-E Rural Estates District stating the property is located at 821 N Clear Springs Road, just north of Hunters Hill Addition and contains approximately 5.01 acres. She stated the purpose of the rezoning is to allow the owner to split the lot into two residential properties and stating public utilities were accessible.

   Helsel stated the general character of the area is low density residential and complies with the long range plan. She stated the Planning Commission voted 6:0 to approve the rezoning and Staff also recommends approval.

   Councilman Taylor asked if any part of the property was in a flood plain.

   Helsel stated it is not listed in a designated flood plain on FEMA's map; however, everyone states the back area is very wet. She stated the applicant's indication to her was to split 10 feet behind the existing storage building.

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

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

MOTION was made by **Councilwoman Staples**, seconded by **Councilman Taylor**, to Approve **Ordinance No. 1120**, Amending the Zoning Ordinance of the City of Mustang, Oklahoma, as Amended, to Change Certain Property Located in Canadian County, Oklahoma, from "A-1" General Agricultural and Oil and Gas District to "R-E" Rural Estates District and, Declaring Repealer; Providing for Severability; and Declaring an Emergency.

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

MOTION was made by **Councilman Taylor,** seconded by **Councilman Jones** to Declare an Emergency.

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

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

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

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

The meeting was adjourned at **7:14 p.m.**

Jay Adams, Mayor

Attest:

Lisa Martin, City Clerk

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		MAYOR AND COUNCIL				
15-0397	01-J0040	JGVE, INC.	BUILDING PLAN REVIEW	2/2015	15013002A	500.00
15-1433	01-J0040	JGVE, INC.	BUILDING PLAN REVIEW	2/2015	15013002	437.50
15-1399	01-M0188	MESHEK & ASSOCIATES	DRAINAGE REVIEW	2/2015	2769	825.00
15-1369	01-P0045	PETTY CASH	PETTY CASH EXPENDITURES	2/2015	201502100647	42.82
15-0556	01-W0001	WHEATLEY, SEGLER, OSBY & MI	LEGAL SERVICES	2/2015	201502110655	5,769.79
					DEPARTMENT TOTAL:	7,575.11
DEPARTMENT: 11		CITY MANAGER				
15-0113	01-06610	PREMIER SOURCE, LLC	HEALTH BENEFIT CONSULTING	2/2015	201502100629	2,083.25
15-0172	01-A0122	ALLIANCE MAINTENANCE, INC	CITY HALL JANITORIAL	2/2015	68155	880.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	9.00
15-1404	01-D1082	DELTA DENTAL	RETIREE INSURANCE	2/2015	201502100617	261.36
15-1243	01-M0001	MUSTANG NEWS	AD FOR CONCESSION SUP.	2/2015	53544-004	48.00
15-1328	01-M0001	MUSTANG NEWS	DISPATCHER/JAILER AD	2/2015	59114-001	60.00
15-1327	01-M0234	MUSTANG TIMES	DISPATCHER/JAILER AD	2/2015	TT10439	165.00
15-1405	01-U0220	USAVISION GROUP ACCOUNTS	RETIREE INSURANCE	2/2015	201502100624	39.00
15-0556	01-W0001	WHEATLEY, SEGLER, OSBY & MI	LEGAL SERVICES	2/2015	201502110655	1,224.00
					DEPARTMENT TOTAL:	4,769.61
DEPARTMENT: 12		LIBRARY				
15-0772	01-02560	MIDWEST TAPE	CHILDRENS AUDIOS & DVDS	2/2015	92485286	16.89
15-1098	01-02560	MIDWEST TAPE	NONPRINT MATERIALS	2/2015	92464588	33.94
15-0143	01-B1023	BAKER N TAYLOR	CHILDRENS BOOKS	2/2015	5013480724	204.66
15-0762	01-B1023	BAKER N TAYLOR	BOOKS FOR COLLECTION	2/2015	5013456878	542.47
15-0866	01-B1023	BAKER N TAYLOR	BOOKS FOR CHILDREN & TEEN	2/2015	5013464611	74.88
15-1169	01-B1023	BAKER N TAYLOR	BOOKS FOR COLLECTION	2/2015	5013472615	370.26
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	12.00
					DEPARTMENT TOTAL:	1,255.10
DEPARTMENT: 13		PARKS AND RECREATION				
15-0051	01-00530	TODD D. ABRELL	PREVENTATIVE MAINTENANCE	2/2015	6239	250.00
15-1334	01-00530	TODD D. ABRELL	PART FOR ELLIPTICAL MACHI	2/2015	6383	73.96
15-1422	01-00530	TODD D. ABRELL	REPAIR WEIGHT ROOM EQUIP.	2/2015	6012	1,166.87
15-1431	01-00530	TODD D. ABRELL	REPAIRS FOR ELLIPTICAL	2/2015	6198A	484.26
15-0338	01-A0114	PHIL & HELEN SCHUMINSKY MUS	STORAGE RENTALS	2/2015	201502100631	87.00
15-1438	01-A0223	ABRAKADOODLE OKC	DEPOSIT FOR ART PROJECT	2/2015	201502110654	50.00
15-1368	01-B1026	B&C APPAREL	MENS BASKETBALL SHIRTS	2/2015	28631	166.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	15.00
15-1266	01-D0146	DIAMOND TROPHIES	METALS FOR FREE THROW	2/2015	201502100635	25.00
15-1367	01-D0146	DIAMOND TROPHIES	BASKETBALL TROPHIES	2/2015	201502100636	810.00
15-0943	01-F0094	FUELMAN OF OKLAHOMA	FUEL FOR VEHICLES	2/2015	NP43482625D	251.08
15-0946	01-N0025	FIRST CHOICE COFFEE	COFFEE & SUPPLIES	2/2015	98022	83.60
15-1417	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100640	27.97
					DEPARTMENT TOTAL:	3,490.74

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		GENERAL GOVERNMENT				
15-0338	01-A0114	PHIL & HELEN SCHUMINSKY MUS	STORAGE RENTALS	2/2015	201502100631	230.00
15-0313	01-D0088	DEPT OF CORRECTIONS	INMATE LABOR	2/2015	UNC2015-MUS-3092	10.44
15-0280	01-H0040	BILLY R HOWELL	PEST CONTROL	2/2015	201502100630	600.00
15-1363	01-O177	OK TAX COMM.	SALES TAX PAYABLE	2/2015	201502100616	70.24
15-0374	01-P1051	PITNEY BOWES	BULK POSTAGE	2/2015	201502100645	3,691.58
15-0662	01-S0085	SILVER STAR CONSTRUCTION CO	MAINTENANCE CONTRACT	2/2015	23048	60,493.75
15-1450	01-S0085	SILVER STAR CONSTRUCTION CO	MAINTENANCE CAP	2/2015	23049	10,627.05
15-0171	01-S0173	STANDLEY SYSTEMS	ANNUAL COPIER LEASE	2/2015	470683	2,307.85
					DEPARTMENT TOTAL:	78,030.91
DEPARTMENT: 16		TRANSFERS				
15-1412	01-M0210	MUSTANG IMPROVEMENT	SALES TAX TRANSFER	2/2015	201502100627	408,968.37
15-0007	01-S0205	STREET IMPROVEMENT FUND	MONTHLY TRANSFER	2/2015	201502100622	26,000.00
					DEPARTMENT TOTAL:	434,968.37
DEPARTMENT: 18		TOWN CENTER				
15-0954	01-A0110	ALL SEASON BUILDING SUPPLY,	BALLFIELD SUPPLIES	2/2015	16216	250.00
15-1060	01-A0122	ALLIANCE MAINTENANCE, INC	CLEANING OF TOWN CENTER	2/2015	68154	4,435.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	3.00
15-1441	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS USAGE	2/2015	201502120695	1,116.56
15-1293	01-E0065	INTERLINE BRANDS, INC	CLEANING SUPPLIES	2/2015	328587316	513.11
15-1308	01-G097	SIMPLEX GRINNELL LP	FIRE ALARM INSPECTION	2/2015	80925883	189.00
15-1388	01-G097	SIMPLEX GRINNELL LP	FIRE EXTINGUISHER SERVICE	2/2015	80927406	217.88
15-1165	01-HO071	HUNZIKER BROTHERS	LIGHT BULBS	2/2015	S1568938.001	20.97
15-1235	01-S0070	SHERWIN-WILLIAMS PAINT CO	PAINT & SUPPLIES	2/2015	98001	443.37
					DEPARTMENT TOTAL:	7,188.89
DEPARTMENT: 19		BALL COMPLEX				
15-1373	01-05090	BRYAN WHITE	BASKETBALL OFFICIATING	2/2015	460	360.00
15-0580	01-A0110	ALL SEASON BUILDING SUPPLY,	SUPPLIES FOR BALLFIELD	2/2015	16930	82.88
15-0954	01-A0110	ALL SEASON BUILDING SUPPLY,	BALLFIELD SUPPLIES	2/2015	15116	67.67
15-1120	01-B0160	SPORT SUPPLY GROUP INC	BASKETBALLS, JERSEYS, EQU	2/2015	5969952	165.43
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	3.00
15-0536	01-E0016	ECKROAT SEED COMPANY	CHALK, FERT., FIELD DRY	2/2015	30978	125.25
15-0205	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	2/2015	NP43482625C	48.97
15-0779	01-I1119	STEPHEN WHOLESALE CO, INC.	CONCESSION SUPPLIES	2/2015	6226765	52.90
15-1329	01-J0035	JERRY GRAHAM	REPAIR OF STARTER	2/2015	53400	81.00
15-1294	01-L0052	LOCKE SUPPLY COMPANY	PLUMBING SUPPLIES	2/2015	24957966-00	506.18
15-1421	01-L0052	LOCKE SUPPLY COMPANY	STRAPS FOR BALLFIELD	2/2015	24957966-00-	490.00
15-1237	01-L0067	LUBER BROS., INC	TOP DRESSER FOR COMPLEX	2/2015	151466	210.50
15-1366	01-S5587	KENNETH DALE SHOCKLEY	SOFTBALL LASER LEVELING	2/2015	1146	1,750.00
					DEPARTMENT TOTAL:	3,943.78

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 21		FINANCE				
15-1309	01-05250	COMTECH DESIGN, PRINT & MAI	SPRING CLEAN UP FLYERS	2/2015	121835	325.88
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	21.00
					DEPARTMENT TOTAL:	346.88
DEPARTMENT: 31		COMMUNITY DEVELOPMENT				
15-0997	01-02950	VERIZON WIRELESS	CELL PHONE BILLS	2/2015	9739313226B	229.62
15-1375	01-B0151	AUTO PLACE INC.	DIAGNOSTIC CHECK	2/2015	5705-	80.00
15-1395	01-B0151	AUTO PLACE INC.	IGNITION SWITCH	2/2015	5705	160.03
15-1132	01-C0020	CANADIAN COUNTY CLERK	FILING OF LIENS & ABATEME	2/2015	R398626	13.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	15.00
15-1036	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	2/2015	NP43482625	514.86
15-0068	01-M0001	MUSTANG NEWS	ZONING PUBLICATIONS	2/2015	59213	154.40
15-0380	01-01075	OK UNIFORM BUILDING CODE CO	COLLECTION OF STATE FEES	2/2015	201502100644	304.00
15-1034	01-Y0040	YUKON TROPHY & AWARDS INC	NAME PLATE	2/2015	115300	13.50
					DEPARTMENT TOTAL:	1,484.41
DEPARTMENT: 41		POLICE				
15-0031	01-02950	VERIZON WIRELESS	MOBILE DATA USAGE	2/2015	9739571072	729.62
15-1332	01-03490	SOUTHERN TIRE MART, LLC	TIRES FOR POLICE VEHICLES	2/2015	47148491	934.52
15-0041	01-B0151	AUTO PLACE INC.	VEHICLE REPAIRS	2/2015	5555	298.00
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	93.00
15-1441	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS USAGE	2/2015	201502120695	842.00
15-0033	01-D0090	DEPT OF PUBLIC SAFETY	OLETS USER FEES	2/2015	04-1505284	350.00
15-0047	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	2/2015	NP43482578	2,609.01
15-0036	01-P0086	JIMANI VENTURES, INC.	OIL CHANGES	2/2015	224149	141.95
15-0231	01-S0088	SPECIAL OPS UNIFORMS, INC	UNIFORMS/VEST	2/2015	223683	16.69
15-1305	01-T078	JOE COOPER FORD OF YUKON, L	REPAIR OF VEHICLE	2/2015	550626	99.95
15-0034	01-T1055	TOWN PLAZA CLEANERS	UNIFORM/JAIL CLEANING	2/2015	201502100649	346.50
					DEPARTMENT TOTAL:	6,461.24
DEPARTMENT: 42		ANIMAL CONTROL				
15-1283	01-02950	VERIZON WIRELESS	CELL PHONE SERVICE	2/2015	9739313226A	15.62
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	3.00
15-0047	01-F0094	FUELMAN OF OKLAHOMA	BULK FUEL	2/2015	NP43482578	38.22
					DEPARTMENT TOTAL:	56.84

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 51		FIRE				
15-1348	01-02840	WEATHERFORD PRESS	JOB SHIRT (CHAPLAIN)	2/2015	29203	144.00
15-1262	01-A0039	A.S.C. INC.	VEHICLE REPAIR / MAINT.	2/2015	21122	10.57
15-1290	01-A0110	ALL SEASON BUILDING SUPPLY,	BUILDING REPAIR & MAINT.	2/2015	17415	9.86
15-0111	01-C0085	A CHANCE TO CHANGE FOUNDATI	EMPLOYEE ASSISTANCE	2/2015	201502100632	54.00
15-0135	01-C0106	CINTAS CORPORATION	SHOP TOWELS, ETC	2/2015	64434023	67.96
15-1080	01-F0094	FUELMAN OF OKLAHOMA	FUEL FOR VEHICLES	2/2015	NP43482624	793.68
15-1417	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100640	1,133.97
15-1419	01-O0100	OK FIRE PENSION	VOLUNTEER PENSION	2/2015	201502100637	840.00
15-1346	01-P0055	PLUMBCO, INC	REPAIR SINK LEAK/FLOODING	2/2015	201502100646	95.00
					DEPARTMENT TOTAL:	3,149.04
DEPARTMENT: 61		STREETS				
15-1409	01-C0010	CADDO ELECTRIC CO-OP INC	ELECTRIC SERVICE	2/2015	201502100633	1,803.80
15-1413	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100642	63.62
15-1417	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100640	12,921.07
15-1418	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100639	107.51
					DEPARTMENT TOTAL:	14,896.00
					FUND TOTAL:	567,616.92

FUND: 09 - 2012 GO BOND - BASEBALL SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		GENERAL GOVERNMENT				
15-1343	01-05450	ROBERT BROOKE & ASSOCIATES	BASEBALL/SOCCER RESTROOMS	2/2015	27060	2,788.25
					DEPARTMENT TOTAL:	2,788.25
					FUND TOTAL:	2,788.25

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 12		LIBRARY				
15-0952	01-S0028	WORKSPACE SOLUTIONS, LLC	SEATING GROUP	2/2015	80847	5,482.50
					DEPARTMENT TOTAL:	5,482.50
DEPARTMENT: 13		PARK AND RECREATION				
15-1343	01-05450	ROBERT BROOKE & ASSOCIATES	BASEBALL/SOCCER RESTROOMS	2/2015	27060	2,788.25
					DEPARTMENT TOTAL:	2,788.25
DEPARTMENT: 15		GENERAL GOVERNMENT				
15-1401	01-T0800	TIMECODE PLUS	TIMECLOCK PLUS	2/2015	351043	22,920.50
					DEPARTMENT TOTAL:	22,920.50
DEPARTMENT: 18		TOWN CENTER				
15-0807	01-M0128	MAC FIRE SYSTEMS, INC	PANIC BUTTONS, LOCKSET	2/2015	93124	1,975.00
					DEPARTMENT TOTAL:	1,975.00
					FUND TOTAL:	33,166.25

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
15-1428	01-01920	MCMC, LLC	WORKERS COMP CLAIM	2/2015	201502100651	7.33
15-1435	01-02990	MUSTANG URGENT CARE	WORKERS COMP CLAIM	2/2015	201502110652	170.00
15-1426	01-03360	EDMOND SPINE & ORTHOPEDIC S	WORKERS COMP CLAIM	2/2015	201502100650	50.07
					DEPARTMENT TOTAL:	227.40
					FUND TOTAL:	227.40
					GRAND TOTAL:	1,398,566.37

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

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

2. **MEETING DATE:** February 17, 2015

3. **TITLE:**
Discussion, Consideration and Possible Action to Approve Resolution No. 15-040 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 City received $32,019 from Oklahoma Municipal Assurance Group (OMAG) final settlement on Police Department roof and gutter damages.

   A supplemental appropriation to increase the General Fund in the amount of $32,019 to be appropriated in fiscal year 2015.

7. **FINANCIAL IMPACT:**

8. **STAFF COMMENTS:**

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

10. **ORDINANCE /RESOLUTION NO. 15-040**

RESOLUTION 15-040

A RESOLUTION TO MAKE CHANGES IN THE GENERAL FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2014-2015 FISCAL YEAR BUDGET BY $32,019.

WHEREAS, the City received $32,019 from Oklahoma Municipal Assurance Group (OMAG) final settlement on Police Department roof and gutter damages;

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:	
Insurance Reimbursement (01-45194)	$32,019
Expenditures:	
Building Maintenance/Repair (01-515-5664)	$32,019
Total	$32,019

This is to certify that the above and foregoing Resolution was dully **ADOPTED** and **APPROVED** by the Mayor and Council on this **17th** day of **February 2015**.

Mayor

ATTEST:

City Clerk

City of Mustang
City Council
Agenda Item Commentary

1. **ITEM NO.** F-4

2. **MEETING DATE:** **February 17,2015**

3. **TITLE:** Approval of **Resolution 15-041** supplementing the General Fund Budget for donations to parks and recreation for Special Event Programming

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

5. **INITIATOR:** Jean Heasley, Assistant Director, Parks and Recreation

6. **BACKGROUND:**

   The Parks Department has offered businesses the opportunity to sponsor events for Programming. The sponsorships will go to pay for supplies needed to run the events.

7. **FINANCIAL IMPACT**: $2,255.00

8. **STAFF COMMENTS**: Staff recommends approval

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

RESOLUTION NO. 15-041

A RESOLUTION TO MAKE CHANGES IN THE GENERAL FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2014-2015 FISCAL YEAR BUDGET BY $2,255.00

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

WHEREAS, the City Council desires to appropriate funds;

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

SUPPLEMENTAL APPROPRIATION

Revenues:	
Donation Revenue (01-45100)	$2,255.00
Expenditures:	
Park programming (01-513-5302)	$2,255.00
Total	$2,255.00

This is to certify that the above and foregoing Resolution was duly **ADOPTED** and **APPROVED** by the Mayor and City Council this the **17th of February, 2015.**

ATTEST:

City Clerk

Mayor

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. F-5

2. MEETING DATE: February 17, 2015

3. TITLE: Discussion, Consideration, and Approval to sign the annual agreement with Area Wide Aging Agency based out of Redlands Community College to provide weekly meal program for senior adults.

4. COUNCIL ACTION: Approve/Deny

5. INITIATOR: Justin Battles, Assistant City Manager

6. BACKGROUND:

   The attached agreement is an annual agreement signed yearly letting the area wide aging agency provide lunch meals to our Senior Center. This agreement releases the City of Mustang from any liability of the workers that work for the area wide aging agency, and states that the City of Mustang will provide a place for the meals as well as pay the utilities for the site which we currently do.

7. FINANCIAL IMPACT: $0

8. STAFF COMMENTS: The Parks and Recreation staff recommends the approval of the agreement as it is a great asset to our community.

9. STAFF SOURCE: Justin Battles, Assistant City Manager

INTERLOCAL COOPERATION AGREEMENT BETWEEN
THE CITY OF MUSTANG AND REDLANDS COMMUNITY COLLEGE
EL RENO, OKLAHOMA

THIS AGREMENT, made and entered into this 1st day of July, 2015 by and between the City of Mustang, Oklahoma, hereinafter referred to as "THE CITY" and Redlands College, El Reno, Oklahoma, hereinafter referred to as "COMMUNITY COLLEGE", the execution of which being duly authorized by the respective governing body of each such entity by appropriate resolution, WITNESSETH:

WHEREAS, The college currently has an Aging Services of Canadian County Office and as the part of the services which they perform is the Canadian County Rural Elder Meal Program and,

WHEREAS, The College is interested in and has established a congregate meal site in the City of Mustang, to provide a hot noon meal services to individuals 60 years of age and older and their spouses and, provide daily activities Monday through Friday from 9:30 a.m. to 1:30 p.m.

NOW THEREFORE, The City recognizes that there is a public benefit and responsibility to be concerned about the elderly and if it is of a public concern that the elderly receive proper nutrition,

IT IS AGREED AS FOLLOWS:

1. That the term of this agreement shall be from the 1st day if July, 2015, through the 30th day of June, 2016, and renewable thereafter on a year to year basis at the option of the parties. Either party may terminate this Agreement upon thirty (30) days notice to the other party.

2. Statement of Services: The Community College agrees to provide a hot noon meal, and activities to individuals 60 years of age and older and their spouses. The target persons are those individuals capable of attending a congregate site but who have limited mobility. They shall include persons who lack knowledge of skills in meal preparation and who lack incentives to prepare and eat a meal alone. A donation of $2.00 per meal will be accepted but no one will be denied a meal because of inability to contribute. Monies that are donated will go to Aging Services of Canadian County program. All other expenses, including those of food preparation, except as provided in paragraph 4, will be borne by the Community College.

These services shall be prepared from July 1st, 2015 through June 30th, 2016, for a daily time of 9:30 a.m. to 1:30 p.m.; Monday through Friday each week with the following exclusions: Redlands Community College Christmas Break; Memorial Day; Fourth of July; Labor Day; and Redlands Community College Fall Break. Additionally, the Community College will provide staff to manage the site and oversee all services each day of operation.

3. Indemnification. The Community College hereby agrees to indemnify and hold harmless the City of Mustang from any and all liability or litigation expenses arising from all personal injury, wrongful death or property damage arising in or out of the course of the Community College operating a congregate meal facility.

4. Location and billing. These referenced services shall be provided at the Senior Citizens Center, Mustang, Oklahoma, which site shall be provided by the City of Mustang at no charge to the Community College. The City of Mustang shall pay all the utilities and cost, which consist of electricity, phone, water and waste disposal incurred during the time that the Senior Citizens Center facilities are being used by the Community College.

IN WITNESS WHEREOF, the parties hereto have set their hands and seal of the day and year first above written.

CITY OF MUSTANG, OKLAHOMA
BY______________________________
MAYOR

(SEAL)
ATTEST:

____

REDLANDS COMMUNITY COLLEGE
EL RENO, OKLAHOMA
BY________________________________

PRESIDENT

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. **ITEM NO.** F-6

2. **MEETING DATE:** February 17, 2015

3. **TITLE:**
Approval to Renew Audit Engagement Letter Submitted by Anne Marie Elfrink, MS., CPA for Auditing Services for Fiscal Year Ending June 30, 2015.

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

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

6. **BACKGROUND:**
On May 7, 2013, the City Council selected Anne Marie Elfrink, MS, CPA to audit the City's financial statements for the fiscal year ending June 30, 2013 with an optional renewal for the four subsequent fiscal years. The professional auditing services were outlined in the corresponding proposal:

Fiscal Year Ended June 30,	Not to Exceed
2013	$17,000
2014	$17,500
2015	$18,000
2016	$18,500
2017	$19,000

Anne Marie Elfrink, MS, CPA has provided an Audit Engagement Letter for the fiscal year ending June 30, 2015. The letter provides a detailed description of the services that will be provided though the audit process. The audit will be prepared in the compliance with all requirements of the Governmental Accounting Standards Board (GASB), and the Comprehensive Annual Financial Report (CAFR) in conformity with Generally Accepted Accounting Principles (GAAP).

7. **FINANCIAL IMPACT:**
The audit fee, including expenses, will not exceed $18,000.

8. **STAFF COMMENTS:**
Staff recommends approval of the attached Audit Engagement Letter

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

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

Anne Marie Elfrink, MS, CPA

Member of the AICPA, OSCPA, and GFOA

3119 E 87th Street
Tulsa, Oklahoma 74137

anne.elfrink@cpa.com

918-361-2133
Fax: 918-512-4280

January 30, 2015

Honorable Mayor and Members of the City Council
City of Mustang, Oklahoma

I am pleased to confirm my understanding of the services I am to provide the City of Mustang, Oklahoma for the year ended June 30, 2015. I will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the City of Mustang, Oklahoma as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Mustang, Oklahoma's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of my engagement, I will apply certain limited procedures to the City of Mustang, Oklahoma's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.
2) Pension Plan Funding Progress
3) Budgetary Comparison Schedule – General Fund
4) Notes to Required Supplementary Information

I have also been engaged to report on supplementary information other than RSI that accompanies the City of Mustang, Oklahoma's financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1) Combining Balance Sheet – General Fund Accounts
2) Combining Schedule of Revenues, Expenditures, and Changes in Fund Balance – General Fund Accounts
3) Budgetary Comparison Schedule – General Fund Accounts
4) Combining Balance Sheet – Nonmajor Governmental Funds
5) Budgetary Comparison Schedule – Nonmajor Governmental Funds
6) Combining Schedule of Net Assets – MIA Accounts
7) Combining Schedule of Revenues, Expenses, and Changes in Net Assets – MIA Accounts
8) Combining Schedule of Cash Flows – MIA Accounts
9) Mustang Improvement Authority – Schedule of Revenue Bond Coverage
10) Schedule of Expenditures of Federal Awards

It is my understanding the City of Mustang plans to issue a Comprehensive Annual Financial Report for the year ended June 30, 2015. The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in my audit of the financial statements, and my auditor's report will not provide an opinion or any assurance on that other information. It is expected that the City's personnel will prepare and/or provide this information:

1) Letter of Transmittal
2) Statistical Section

Audit Objectives

The objective of my audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

My audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures I consider necessary to enable me to express such opinions and to render the required reports. If my opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, I will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in my professional judgment prevent me from completing the audit or forming an opinion on the financial statements, I retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, I will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the written representation letter my assistance with preparation of the financial statements and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services I provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Mustang, Oklahoma and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to me and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that I may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to me in the written representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan, if applicable.

You are responsible for preparation of the schedule of expenditures of federal awards in conformity with OMB Circular A-133. You agree to include my report on the schedule of expenditures of federal awards in any document that contains and indicates that I have reported on the schedule of expenditures of federal awards. You also agree make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with my report thereon. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) that you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You are also responsible for the preparation of the other supplementary information, which I have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include my report on the supplementary information in any document that contains and indicates that I have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with my report thereon. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for me previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to me corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, my audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. I will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by me, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. My responsibility as auditor is limited to the period covered by my audit and does not extend to later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my audit, I will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

My audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, I will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that I consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, my tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of the City of Mustang's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and I will not express such an opinion in my report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that I also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. My procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Mustang's major programs. The purpose of these procedures will be to express an opinion on the City of Mustang's compliance with requirements applicable to each of its major programs in my report on compliance issued pursuant to OMB Circular A-133.

Engagement Administration, Fees, and Other

I may from time to time, and depending on the circumstances, use third-party service providers in serving your account. I may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, I maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, I will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and I will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that I am unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, I will remain responsible for the work provided by any such third-party service providers.

I understand that your employees will prepare all cash or other confirmations I request, the trial balance, reconciliations of balance sheet accounts, and will locate any documents selected by me for testing. In addition, you will supply work papers to support all entries to convert the fund financial statements to a government-wide presentation.

At the conclusion of the engagement, I will complete the appropriate sections of the Data Collection Form (if required) that summarizes my audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. I will coordinate with you the electronic submission and certification. If applicable, I will provide copies of my report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

I will provide copies of my reports to the Oklahoma State Auditor and Inspector; however, management is responsible for distribution of the reports and the financial statements. I will also compile and submit the Annual Survey of City and Town Finances (SA&I Form 2643) and the Public Trust Annual Report Filings (SA&I Form 2645). A compilation is limited to presenting in the prescribed format information that is represented by the City of Mustang, Oklahoma's management. I will not audit or review the Annual Survey of City and Town Finances and, accordingly, will not express an opinion or any other form of assurance on it. Unless restricted by law or regulation, or containing privileged and confidential information, copies of my reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Anne Marie Elfrink, MS, CPA and constitutes confidential information. However, pursuant to authority given by law or regulation, I may be requested to make certain audit documentation available to the Oklahoma State Auditor and Inspector or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Anne Marie Elfrink, MS, CPA's personnel. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oklahoma State Auditor and Inspector. If I am aware that a federal awarding agency or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

I expect to begin my audit on approximately July 1, 2015 and to issue my reports no later than December 15, 2015. I will provide twenty bound copies of the report and a signed electronic (PDF) copy. Anne Elfrink is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. My fee for these services will be at my standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that I agree that my gross fee, including expenses, will not exceed $18,000. My standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. My invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with my firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If I elect to terminate my services for nonpayment, my engagement will be deemed to have been completed upon written notification of termination, even if I have not completed my report. You will be obligated to compensate me for all time expended and to reimburse me for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

Government Auditing Standards require that I provide you with a copy of my most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. My 2013 peer review report and committee letter has been provided with a previous communication.

I appreciate the opportunity to be of service to the City of Mustang, Oklahoma and believe this letter accurately summarizes the significant terms of my engagement. If you have any questions, please let me know. If you agree with the terms of my engagement as described in this letter, please sign the enclosed copy and return it to me.

Very truly yours,

Anne Marie Elfrink, MS, CPA

Anne Marie Elfrink, MS, CPA

RESPONSE:

This letter correctly sets forth the understanding of the City of Mustang, Oklahoma.

By: ______________________________

Title: ______________________________

Date: ______________________________

CITY OF MUSTANG

AGENDA COMMENTARY

1. **ITEM**: F-7

2. **MEETING DATE**: February 17, 2015

3. **TITLE**: Acceptance of three scoreboards for Wild Horse Park baseball complex.

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

5. **INITIATOR**: Justin Battles, Assistant City Manager

6. **BACKGROUND**: Three of the scoreboards placed at the new baseball complex where purchased by local businesses. The scoreboards were not charged to the City of Mustang. Each scoreboard is valued at $6,832.50.

Staff is asking for acceptance of these scoreboards so they may be placed on our books for the current fiscal year.

7. **FINANCIAL IMPACT**: None

8. **STAFF'S COMMENTS:** Staff recommends approval

9. **STAFF SOURCE:** Justin Battles, Assistant City Manager

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. F-8

2. MEETING DATE: FEBRUARY 17, 2015

3. TITLE: MAINTENANCE BOND FOR WATER LINE FOR ST. ANTHONY'S HEALTHPLEX PROPERTY

4. COUNCIL ACTION: Discussion, Consideration and Possible Action to Accept Bond

5. INITIATOR: Community Development Department

COMMENTS & FACTS:

The Maintenance Bond for the Public Water Line for the St. Anthony's Healthplex has been received by the Community Development Department. All improvements have been completed and tested.

This line is located on easements adopted by the City Council before the start of the project.

The bond has been reviewed and approved by the City Attorney for form and content.

7. FINANCIAL IMPACT: none

8. STAFF COMMENTS: Staff recommends acceptance.

9. STAFF SOURCE: Melissa Helsel, Community Development Director

10. CITY ATTORNEY'S COMMENTS:

11. RESOLUTION/ORDINANCE NO. ______________

Bond No: 2174642

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That We, H & H Plumbing & Utilities, Inc., as principal, and North American Specialty Insurance Company, as Surety, are held and firmly bound unto THE CITY OF MUSTANG, a municipal corporation, and City of the first class, of the State of Oklahoma, in the full and just sum of One Hundred Sixteen Thousand Nine Hundred Sixty Eight and 50/100---- Dollars ($ 116,968.50), such sum being equal to the contract price for a period of two (2) years, such sum being not less than 110% of the contract price, for the payment of which, well and truly to be made, we, and each of us, bind ourselves, our heirs, executors, and assigns, themselves, and its successors and assigns, joint and severally, firmly by these presents.

Dated this 12th day of December, 20 13. The conditions of this obligation are such that whereas, said Principal has by a certain contract between H & H Plumbing & Utilities, Inc., and THE CITY OF MUSTANG, dated this 12th day of December, 20- 13. Agreed to construct in THE CITY OF MUSTANG:

Public Water Line to St. Anthony Healthplex

S Sara Road & SW 74th Street, Mustang, OK

all in compliance with the plans and specifications therefore, make a part of said contract and on file in the Office of the City Clerk of THE CITY OF MUSTANG; and to maintain the said improvement in the amounts set forth above against any failure due to workmanship or material for a period of Two (2) years from the date of acceptance of the Public Water Line to St. Anthony Healthplex by the Council of THE CITY OF MUSTANG.

NOW THEREFORE, if said Principal shall pay or cause to be paid to the City, all damage, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work occurring within a period Two (2) years for all projects for the construction of roads, streets, highways, and utilities from and after acceptance of said project by the city, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is further agreed that if the said Principal or Surety herein shall fail to maintain said improvements against failure due to defective workmanship and/or material for a period of Two (2) Years and at any time repairs shall be necessary that the cost of making said repairs shall be determined by the Council of THE CITY OF MUSTANG, or some person or persons designated by them to ascertain the same, and if, upon thirty (30) days notice, the said amount ascertained shall not be paid by the Principal or Surety herein, or if the necessary repairs are not made, the said amount shall become due upon the expiration of thirty (30) days and suit may be maintained to recover the amount so determined n any ?Court of competent jurisdiction. And that the amount so determined shall be conclusive upon the parties as to the amount due on this bond for the repair or repairs included therein, and that the cost of all repairs shall be so determined form time to time during the life of this bond as the condition of the improvements may require.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said contract and no deviations form the pals or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of the, from the obligations of this bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers; and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

ATTEST: Lloyd Hendrix

Secretary/Witness ______________ Principal

BY Carl Hendrix

North American Specialty Insurance Company

Surety

ATTEST:

Secretary/Witness

BY

Deborah L. Raper, Attorney-in-Fact

APPROVED as to form this ________ day of ____________________, 20 ______

Municipal Counselor

REVIEWED and APPROVED by the Council of THE CITY OF MUSTANG, OKLAHOMA this _____ day of ________________________________, 20 _______.

MAYOR

ATTEST:

City Clerk

NAS SURETY GROUP

NORTH AMERICAN SPECIALTY INSURANCE COMPANY
WASHINGTON INTERNATIONAL INSURANCE COMPANY

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT North American Specialty Insurance Company, a corporation duly organized and existing under laws of the State of New Hampshire, and having its principal office in the City of Manchester, New Hampshire, and Washington International Insurance Company, a corporation organized and existing under the laws of the State of New Hampshire and having its principal office in the City of Schaumburg, Illinois, each does hereby make, constitute and appoint:

JOHN K. DEER, VAUGHN P. GRAHAM, VAUGHN P. GRAHAM, JR., STEPHEN M. POLEMAN, SUSANNE CUSIMANO
TRAVIS E. BROWN, DEBORAH L. RAPER, JAMIE BURRIS and ROBBIE LOYD

JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

FIFTY MILLION ($50,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both North American Specialty Insurance Company and Washington International Insurance Company at meetings duly called and held on the 9th of May, 2012:

"RESOLVED, that any two of the Presidents, any Managing Director, any Senior Vice President, any Vice President, any Assistant Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Company when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."

NORTH AMERICAN SPECIALTY INSURANCE COMPANY CORPORATE SEAL 1973 NEW HAMPSHIRE

By ______________________
Steven P. Anderson, Senior Vice President of Washington International Insurance Company & Senior Vice President of North American Specialty Insurance Company

By ______________________
David M. Layman, Vice President of Washington International Insurance Company & Vice President of North American Specialty Insurance Company

WASHINGTON INTERNATIONAL INSURANCE COMPANY CORPORATE SEAL NEW HAMPSHIRE

IN WITNESS WHEREOF, North American Specialty Insurance Company and Washington International Insurance Company have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers this 20th day of September, 2013.

North American Specialty Insurance Company
Washington International Insurance Company

State of Illinois
County of Cook ss:

On this 20th day of September, 2013, before me, a Notary Public personally appeared Steven P. Anderson, Senior Vice President of Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company and David M. Layman, Vice President of Washington International Insurance Company and Vice President of North American Specialty Insurance Company, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.

"OFFICIAL SEAL"
DONNA D. SKLENS
Notary Public, State of Illinois
My Commission Expires 10/06/2015

Donna D. Sklens

Donna D. Sklens, Notary Public

I, Jeffrey Goldberg, the duly elected Assistant Secretary of North American Specialty Insurance Company and Washington International Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said North American Specialty Insurance Company and Washington International Insurance Company, which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 12th day of December, 2013.

____
Jeffrey Goldberg, Vice President & Assistant Secretary of
Washington International Insurance Company & North American Specialty Insurance Company

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/12/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Insurance Center Agency, Inc. 709 Wall Street Norman OK 73069-6303	CONTACT NAME: Lynne Pierce PHONE (A/C, No, Ext): (405) 928-7533 FAX (A/C, No): (405) 928-7534 E-MAIL ADDRESS: lynne@ticokc.com
INSURED H & H Plumbing & Utilities, Inc. 266 Industrial Blvd Goldsby OK 73093-9116	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Netherlands Insurance Co	24171
INSURER B : America First Insurance Co	
INSURER C : Peerless Insurance Company	24198
INSURER D Mid-Continent Casualty Co	
INSURER E :	
INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR X Contractural Liability X XCU GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT LOC			CBP8574625	1/1/2013	1/1/2014	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 15,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS / SCHEDULED AUTOS X HIRED AUTOS / X NON-OWNED AUTOS			BA8572425	1/1/2013	1/1/2014	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
B	X UMBRELLA LIAB / X OCCUR EXCESS LIAB / CLAIMS-MADE DED RETENTION $			CU8572825	1/1/2013	1/1/2014	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC8573325	1/1/2013	1/1/2014	X WC STATU-TORY LIMITS / OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
D	Rented/Leased Equipment			04IM49830	1/1/2013	1/1/2014	Maximum Any 1 Item	$300,000
D	Installation Floater			04IM49830	1/1/2013	1/1/2014	Blanket Coverage	$150,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: St. Anthony Healthplex S Sara Rd & SW 74t St. Mustang OK

CERTIFICATE HOLDER	CANCELLATION
City of Mustang Community Development Dept 135 N Mustang Rd Mustang, OK 73064	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE John Cate/ADM John Cate

Lic. No.
OK 02653

H & H Plumbing & Utilities, Inc.

266 Industrial Blvd. Goldsby, OK 73093-9116
(405) 288-2346 (405) 288-2349 FAX

Contractor: J E Dunn Construction Company
Address: 10900 Hefner Pointe, Suite 305
Oklahoma City. OK 73120

Ph.#: 302-4500
Fax #: 302-4501
Email: trey.schick@jedunn.com

Project: St. Anthony Healthplex
Address: S Sara Rd & SW 74th Street
Mustang, OK

Labor, materials, taxes, permits, staking, and maintenance bonds for a complete **Site Utility** installation as described on the plans and outlined below.

Public Water Line

ITEM #	ITEM	UNIT	Qty	PRICE	TOTAL
1	8" PVC C-900 DR14 water line pipe	LF	1031	24.00	24,744.00
2	6" PVC C-900 DR14 water line pipe	LF	40	20.00	800.00
3	4" PVC C-900 DR14 water line pipe	LF	30	16.00	480.00
4	16" x 8" Tapping sleeve	EA	1	3,750.00	3,750.00
5	8" Tapping valve & box	EA	1	1,900.00	1,900.00
6	8" Wet tap	EA	1	500.00	500.00
7	16" x 6" Tapping sleeve	EA	2	3,500.00	7,000.00
8	6" Tapping valve & box	EA	2	1,500.00	3,000.00
9	6" Wet tap	EA	2	300.00	600.00
10	6" MJ 45° bend	EA	1	280.00	280.00
11	8" MJ 90° bend	EA	1	420.00	420.00
12	8" Gate valve & box	EA	5	1,450.00	7,250.00
13	6" Gate valve & box	EA	4	1,150.00	4,600.00
14	Fire hydrant 4.5' bury	EA	4	2,750.00	11,000.00
15	Fire hydrant riser (If required)	EA	4	400.00	1,600.00
16	8x6 reducer	EA	2	250.00	500.00
17	8" x 8" MJ tee	EA	1	460.00	460.00
18	8" x 6" MJ tee	EA	1	445.00	445.00
19	8" x 4" MJ tee	EA	1	430.00	430.00
20	4" Gate valve & box	EA	1	800.00	800.00
21	4" MJ 90° bend	EA	1	235.00	235.00
22	2" Blow off valve	EA	1	1,500.00	1,500.00
23	3" Meter & vault with Impact fees	EA	1	18,500.00	18,500.00
24	Sand bedding	CY	200	17.00	3,400.00
25	Rock backfill	TONS	240	35.00	8,400.00
26	Tracer wire	LF	1841	1.00	1,841.00
27	Chlorination & disinfection	LS	1	1,200.00	1,200.00
28	Pressure test	LS	1	700.00	700.00
					106,335.00
	Mobilization				**3,000.00**
	Staking				**2,500.00**
	Trench Safety				**2,000.00**
	Inspection fees				**2,126.70**
	Maintenance bonds				**1,189.00**

Contract Amount **$ 117,150.70**

Submitted By: Carl Hendrix   Title: Vice President   Date: 12/12/2013

Accepted By: ____________   Title: ____________   Date: ____________

PROCLAMATION

WHEREAS, the Mustang Broncos High School Football Team had a very successful season on and off the field; and

WHEREAS, on the field, the Mustang Broncos finished its 2014 season with a record of 8-4, a trip to the State Semi-Finals, and finished ranked 4th in the State of Oklahoma; and

WHEREAS, one of their wins represented the only time an Oklahoma City metro-area team beat one of the four Tulsa powers this year with their 22-19 win over Broken Arrow; and

WHEREAS, while the Mustang Broncos were impressive on the field of play, they were even more impressive in the classroom in 2014; and

WHEREAS, the Mustang Broncos finished the year with a team GPA of 3.3 with a team roster of more than 100 players; and

WHEREAS, due to this emphasis, importance, and commitment placed on academic studies, the Mustang Broncos Football Team were named the Academic State Champions for Class 6-A in the State of Oklahoma; and

WHEREAS, I encourage all Mustang citizens to congratulate the members of the team, coaches and parents of these young men and to continue offering their 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, February 20, 2015, as

"MUSTANG BRONCOS FOOTBALL DAY"

GIVEN under my hand and seal of the City of Mustang, Oklahoma, this **17th** day of **February, 2015.**

____
Jay Adams, Mayor

ATTEST:

____
Lisa Martin, City Clerk

A City with a Vision

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-1

2. MEETING DATE: FEBRUARY 17, 2015

3. TITLE: Rezoning Application RZ-12-22-14-1-27, Saleh M. Al-Zubi, 201 N. Pine Terrace, R-E, Rural Estates District to C-5, Commercial Intensive District.

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

5. INITIATOR: Community Development Department

6. BACKGROUND RECOMMENDATION:

Project Description: The applicant requests a change in zoning classification for this property from R-E, Rural Estates District to C-5, Commercial Intensive District. This parcel is located at 201 N Pine Terrace, just north of Bronco 66 Service Station and contains approximately 2.72 acres.

The purpose of this rezoning is to allow the applicant to utilize the property for commercial development. The applicant indicated an intention of placing a hotel on the property, but if approved, would be permitted to place any use there that is permitted in C-5 districts. The parcel would obtain access from N. Pine Terrace.

If developed at a C-5 level, the developer 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. This is a lot that is right between high intensity commercial and low density residential development.

Zoning and Uses of Property Nearby: The property to the north, west and east is zoned R-E, to the south is C-4.

Conformance with Long-Range Plan: The long-range plan calls for low density residential development in this area, so the request does not conform to the comprehensive plan.

Planning Commission Recommendation: The Mustang Planning Commission voted 7:0 to recommend denial of this application at their February 10, 2015 meeting. Please see attached minutes. Please note: These minutes were not yet formally approved by the Mustang Planning Commission.

Professional Staff Recommendation: Staff does not recommend approval of this rezoning. Many citizens protested the rezoning at the Planning Commission Hearing, and there were no comments in favor of it. The Planning Commission unanimously recommended denial. The request also does not conform to the comprehensive plan.

7. FINANCIAL IMPACT: None

8. STAFF SOURCE: Melissa Helsel, Community Development Director

9. CITY ATTORNEY'S COMMENTS:

10. RESOLUTION/ORDINANCE NO. 1121

ORDINANCE NO. 1121

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 "R-E" RURAL ESTATES DISTRICT TO "C-5" COMMERCIAL INTENSIVE 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 "R-E" RURAL ESTATES DISTRICT TO "C-5" COMMERCIAL INTENSIVE DISTRICT.

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR REZONING:

A tract of land in the Southeast Quarter (SE/4) of Section Twenty-Seven (27), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows: Commencing at the Southwest corner of said SE/4 of said Section; Thence N89°59'17"E along the South line of the SE/4 of said Section 27, a distance of 331.80 feet; Thence N00°06'11"W along the East line of R.D. BRISCOE ADDITION, a distance of 245.43 feet to the point of beginning; Thence continuing N00°06'11"W along the East line of R.D. BRISCOE ADDITION, a distance of 354.57 feet; thence N89°59'17"E and parallel with the South line of said SE/4 a distance of 334.64 feet; Thence S00°06'11"E a distance of 354.57 feet; Thence S89°59'17"W and parallel with the South line of said SE/4 a distance of 334.67 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

Gene Radke
301 North Pine Terrace
Mustang, OK 73064
405-467-9124
February 10, 2015

Mustang City Council
Mustang, OK 73064

Dear Mustang City Council:

I am a long-time resident of our city, and I am writing to express my concern about recent discussion and the pending decision to rezone the land behind Bronco 66 gas station on Highway 152. I understand that the decision is being considered to change the zoning to C5 and I am completely against the proposed zoning change.

I have owned and lived on the land behind the Bronco 66 Gas Station for 34 years. Since Mr. Al-Zubi has been operating the gas station, we have experienced many disheartening issues. These include an excessive amount of trash we constantly have to pick up, traffic on the road leading back to my property, excessive noise, and privacy issues. The privacy fence that Mr. Al-Zubi is constructed to separate our properties is dilapidated. I am very concerned that these problems and possibly many more problems will arise if the land directly behind the station is rezoned. The trees that separate the station and our property will most likely be removed. Trees make for a more natural, less artificial, and therefore less stressful, environment. The sight and sound of traffic, on the other hand, are not pleasant, and can leave us feeling more stressed. Furthermore, it is well known that trees improve air quality; leaves filter the air we breathe, absorb pollution, and give off oxygen. It is also well known that traffic gives off myriad pollutants that decrease air quality.

Because there is only one way in and out of my property, I am also very concerned with the congestion that a hotel, or any other possible business will cause. It is already so difficult to get in and out of our street on to HWY 152 with people trying to get into and out of the station. There is also the question of entering and exiting my property during possible construction, not to mention the likelihood that my property value as a residential property will decrease in value. Traffic, on the other hand, will increase energy costs by increasing temperatures and air pollution, and will decrease all surrounding property values.

Please consider my concerns as well as my neighbors when making this decision

Sincerely,

Gene Radke

Gene Radke

PLANNING COMMISSION MEETING

MINUTES FEBRUARY 10, 2015

The Mustang Planning Commission met in a regular session on Tuesday, February 10, 2015 at 7:00 p.m. at the Mustang Municipal Building, City Council Chambers at 1501 N. Mustang Road. Notification of the meeting was posted Thursday February 5, 2015 in the foyer of the Mustang Municipal Building in compliance with the Open Meeting Act (25 OAS, Section 301, et. seq.)

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

II **PLEDGE OF ALLEGIANCE**

III. **ROLL CALL**

MEMBERS PRESENT:

Commissioner **Jesse Bratton**
Commissioner **Brett Brown**
Commissioner **Jerry Brown**
Commissioner **Dan Hix,** Secretary
Commissioner **Brad Homer,** Vice-Chairman
Commissioner **Billy McDaniel,** Chairman
Commissioner **Karl Mengers**

MEMBERS ABSENT: **None**

STAFF PRESENT: **Melissa Helsel**, Community Development Director
Gayla Early, Office Administrator
Jerry Calloway, Audio/Visual Technician

CITY ATTORNEY: City Attorney, **Jonathan Miller**, was in attendance.

IV. **APPROVAL OF MINUTES: Approval of Minutes from January 27, 2015 Planning Commission Meeting.**

Commissioner Homer made a motion to approve the minutes from the January 27, 2015 Planning Commission meeting and **Commissioner Bratton** seconded the motion. The motion was approved unanimously.

V. **INTRODUCTION OF GUESTS AND VISITORS/HEARING OF CITIZENS AND DELEGATES:**

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

1. **Rezoning Application RZ-12-22-14-1-27, Saleh M. Al-Zubi, 201 N. Pine Terrace, R-E, Rural Estates District to C-5, Commercial Intensive District.**

Community Development Director Melissa Helsel provided a brief overview of the proposed development's location. This is a request for rezoning from R-E, Rural Estates District to C-5, Commercial Intensive. The parcel of land is approximately 2 ¾ acres just north of the Bronco 66 Station. It is located at 201 N Pine Terrace, which is the street that goes north between the Bronco 66 Station and the Life Tabernacle Church.

The owner of the Bronco 66 Station is also the owner of this tract in the application. His stated intention for the land was a hotel or motel. That parcel would obtain access from N. Pine Terrace.

If this is developed at a C-5 level, the code requires that a 6-foot minimum masonry fence be placed wherever the tract abuts a residential tract of land. That ensures a little extra buffer for neighboring properties.

The general character of the area is low density residential on the north, east and west sides, with commercial to the south. This parcel is right between the low density residential and commercial/retail. The long-range plan calls for low-density residential development for this property, so the request does not conform to the comprehensive plan.

Because this is a lot that abuts high intensity commercial on one side and low-density residential on the other, it's not prime residential land. It's also not necessarily appropriate for something as intense as C-5. Staff doesn't recommend approval at the C-5 level partially because it does not conform to the comprehensive plan, and partially because it's an intense use to put next to an R-E district. Staff would recommend that a lower commercial level be considered.

Staff has received several calls of protest about this application. Many of those callers are in the audience tonight. C-3 and C-4 also require the masonry fence as a buffer. A hotel, which was the stated intention of the applicant, is still permitted under C-3 as a conditional use.

Mr. McDaniel pointed out that C-5 allows a lot of things that C-3 does not. He asked why the applicant requested C-5. **Ms. Helsel** indicated that she believed that the applicant wanted to maximize his options for land development.

Ms. Helsel reminded the commissioners that an applicant can verbally amend their application to a lower commercial level at the meeting.

Mr. McDaniel reminded the audience and commissioners that they cannot limit the development to the hotel as part of the rezoning hearing tonight. The land could be used for any use permitted in C-5 zoning if approved.

Mr. J. Brown asked about the protocol for the applicant verbally amending his request to a lower commercial level. **Ms. Helsel** explained the procedure that has been used in the past.

Mr. McDaniel reminded the audience that no matter what the Planning Commission recommends tonight, this will still go to the City Council on February 17th. He encouraged the attendees to attend the City Council meeting as well.

Mr. McDaniel opened the public hearing.

James Emerson of 215 N. Montebella Terrace came forward. He expressed his objection to the rezoning. He is concerned about increased traffic in that area. He is against this use in this area. He is concerned that his property would be devalued. He doesn't think a C-5 is an appropriate zoning district when it abuts R-E zoning on three sides. He thinks this would negatively affect the surrounding property owners.

Mr. J. Brown asked **Mr. Emerson** if he had to go by the property in question to get to his property. He responded that he does not. He stated that he cannot exit from Montebella onto SH 152 at this time, he has to go up to Suera and exit onto Sara Road.

Donna Allen of 301 N. Pine Terrace came forward. She and her father own the property directly north of the property in this application. They do have to travel N. Pine Terrace to get to their property. She agreed that the traffic is terrible. There is a drive-through at the convenience store, and they have had a lot of near-misses from cars pulling out. They also pick up a large amount of trash from the convenience store. They are bothered by the noise. She is concerned that a C-5 use on that property would increase noise, trash and traffic. They have owned the property for 34 years.

Charlie Sanders of 105 N Richard Terrace came forward. He agreed that there is heavy traffic in the area. He opposes this rezoning. It would increase noise, traffic and trash in the area.

Claudia Maloney at 205 N. Richard Terrace. She is totally against this rezoning due to noise and traffic. She was against the apartments that they put to the west, but they were approved anyway. She has had her property broken into twice and she is concerned that a hotel, or other C-5 use would just exacerbate the problem.

Robert Mason of 122 N. Richard Terrace came forward. They moved here in 1964. He stated that it is apparent that traffic, trash and noise are going to be a problem. He is concerned about the impact this would create on the sewer system. He is against the rezoning.

Jasper Phipps of Suera Terrace came forward. He has lived there 50 years. He was on the City Council for 8 years. He thinks this is a very bad idea. He doesn't think this is an appropriate area for a hotel or any kind of commercial use. He thinks a jump from R-E to C-5 is too big a jump. He is concerned about the impact on the sewer system in the area. He thinks it should remain residential.

Noel May of 600 E Suera Terrace came forward. He said that he was definitely against the zoning. He feels that it should remain Rural Estates. He stated that increased traffic, trash and crime are concerns in his area.

Cheryl Rowe of 550 E Suera Terrace came forward. She stated that her mother lives at 540 E Suera. Her mother could not make it due to illness, but does object to the rezoning. She stated that they get the trash from Bronco Stop in their yard. They also get the noise from events and light pollution. She stated that when they moved to their home, they checked the zoning and long range plan for the area around them. It showed Rural Estates all around them. She feels that a C-5 use on that property would negatively affect their property and quality of life. She also complained about the heavy traffic flow in the area.

Sharon Mason of 122 N. Richard Terrace came forward. She stated that she is not against business behind her, but she is against this high of a zoning category. She recounted that they fought against the Pebble Creek Apartments behind them. Their balconies look into her back yard. She suggested that the city put a traffic signal at N. Richard Terrace and S.H. 152 due to the traffic flow.

Saleh (Sam) Al-Zubi, the applicant, came forward. He acknowledged that the traffic is heavy in that area, but that it has increased all throughout the city. This is due to residential growth as much as commercial growth. He would like to develop his property. He wanted the highest zoning category he could to optimize his options on the property. He doesn't have a hotel developer committed to the property yet. He remarked on the changing complexion of the city overall. He stated that he is happy to take care of the trash issue at the Bronco 66 Station.

He pointed out that they had brought the sewer almost 1100 feet from Pebble Creek Terrace to his convenience store. He stated that anyone would be able to tie into it. It is dedicated to the city. He acknowledged that any development in the area in question would have to be done to city code with drainage and construction compliance. He hopes to be a good neighbor.

Mr. McDaniel asked **Mr. Al-Zubi** what his address is. He stated that he lives at 900 E. Whispering Oaks Terrace in Rollin' Acres.

Mr. McDaniel asked why he sought a C-5 zoning, when a C-3 would allow a hotel as a conditional use. **Mr. Al-Zubi** responded that he wanted to maximize his use of the property. He stated that he doesn't intend to sell it, but develop it himself. The traffic issues on State Highway 152 were discussed.

Mr. J. Brown asked **Mr. Al-Zubi** if he wanted C-5 or nothing, or if he was willing to compromise. Mr. **Al-Zubi** stated that he would compromise on the zoning level.

Noel May of 600 E. Suera came forward again. He asked what the zoning of Bronco 66 was. **Ms. Helsel** indicated that it is C-4. He stated that if it was only C-4 along the state highway, it doesn't make sense to create a higher zoning category on the interior parcel next to R-E zoned districts. He stated that he opposes the zoning from Rural Estates. He is concerned about a negative effect on property values in the area.

Jamie Black of 407 N. Montebella Terrace came forward. She is concerned that this will destroy her property values and those of her neighbors. She is against the rezoning. She doesn't think N. Pine Terrace is adequate to handle traffic for a C-5 use. She stated that those are their homes and their largest investment and they would like to see the values preserved.

Mr. Homer made a motion to close the public hearing. **Mr. Hix** seconded the motion. The motion was approved unanimously.

Mr. Mengers stated that he is adamantly against the C-5. He would like to see a plan for that parcel before he considers any rezoning.

Mr. J. Brown asked about the procedure for the applicant amending his application to a lower zoning category. The procedure was discussed between **Mr. Miller, Mr. J. Brown** and **Ms. Helsel.**

Mr. Miller made it clear that the Planning Commission cannot amend the application, the applicant must do that.

Mr. Homer asked what the minimum size was for R-E zoning districts. **Ms. Helsel** stated that it was ¾ acres.

Mr. J. Brown stated that, like **Mr. Mengers**, he would like to know a specific plan before he makes a decision. He is not comfortable with a verbal amendment at the last minute at the meeting. He suggested that they take a vote on the C-5, and not reconsider afterwards. He pointed out that the applicant could come back at a later date with a zoning request for a lower intensity category.

Mr. Homer stated that he has lived in Mustang for 20 years. He enjoys getting off the highway and seeing the larger rural estates lots in the city. He stated that the applicant could put three R-E lots on that property for housing. There are other areas designated for commercial development in the city. He doesn't think any commercial zoning is appropriate for this parcel.

Mr. Mengers recommended that the zoning not change on this property. **Mr. Hix** agreed that commercial zoning would not be appropriate for this parcel. **Mr. Bratton** stated that they are all on the same page. They want to support the citizens who live in larger lots.

Mr. McDaniel agreed.

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

Karl Mengers	**Yes**
Dan Hix	**Yes**
Jesse Bratton	**Yes**
Jerry Brown	**Yes**
Brett Brown	**Yes**
Brad Homer	**Yes**
Billy McDaniel	**Yes**

The motion passed 7– 0.

Mr. McDaniel announced that this item would be presented for consideration at the City Council meeting on February 17, 2015. He encouraged the audience to attend the meeting.

VIII. NEW BUSINESS: No new business was declared.

IX. COMMISSIONER, STAFF COMMENTS:

Mr. Mengers announced that he would be resigning, as he is moving outside the city limits. The other commissioners thanked him for his services and wished the best for him.

X. ADJOURNMENT:

Commissioner Homer made a motion to adjourn. **Commissioner J. Brown** seconded the motion, which was approved unanimously. The meeting was adjourned at 7:58 p.m.

______________________________ ______________________

CHAIRMAN **DATE**

____

SECRETARY


Al-Zubi Property
N Richard Terrace
N Pine Terrace
SW 74th St
4
©2014 Google
Google earth

View from East from N. Pine Terrace

View from Southeast on N. Pine Terrace

View from East on N. Pine Terrace

View from Northeast on N. Pine Terrace

PUBLIC HEARING NOTICE OF THE MUSTANG PLANNING COMMISSION

On Tuesday, February 10, 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: **R-E – Rural Estates District**
REQUESTED ZONING: **C-5 – Commercial Intensive District**
APPLICATION BY: **Saleh M. Al-Zubi**
PROPERTY OWNER: **Saleh M. Al-Zubi**

ADDRESS OF PROPERTY: 201 N Pine Terrace

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR REZONING:

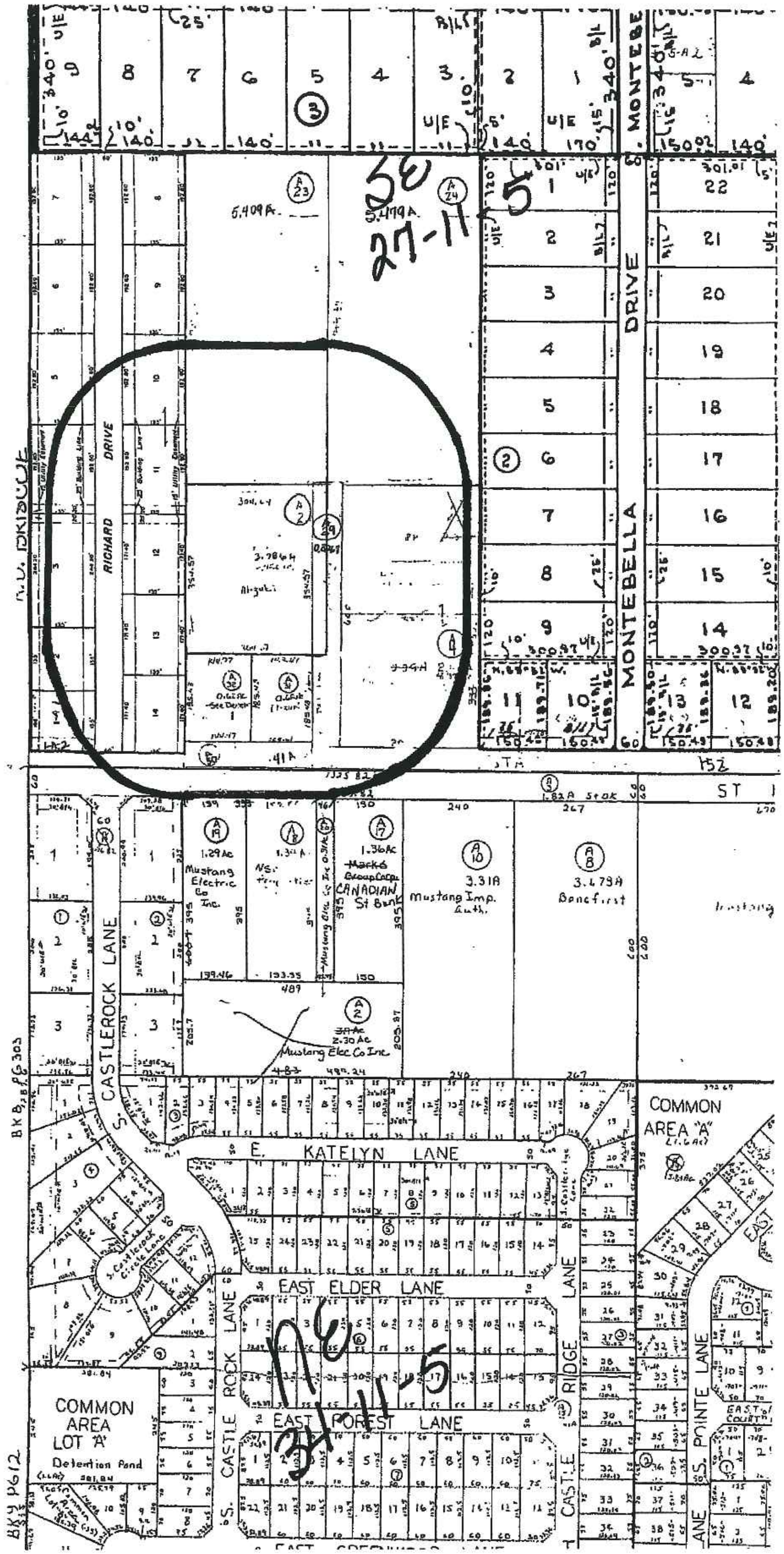
A tract of land in the Southeast Quarter (SE/4) of Section Twenty-Seven (27), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows: Commencing at the Southwest corner of said SE/4 of said Section; Thence N89°59'17"E along the South line of the SE/4 of said Section 27, a distance of 331.80 feet; Thence N00°06'11"W along the East line of R.D. BRISCOE ADDITION, a distance of 245.43 feet to the point of beginning; Thence continuing N00°06'11"W along the East line of R.D. BRISCOE ADDITION, a distance of 354.57 feet; thence N89°59'17"E and parallel with the South line of said SE/4 a distance of 334.64 feet; Thence S00°06'11"E a distance of 354.57 feet; Thence S89°59'17"W and parallel with the South line of said SE/4 a distance of 334.67 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


SE
27-11-5
MONTEBELLA DRIVE
RICHARD DRIVE
Mustang Electric Co Inc.
CANADIAN St Bank
Mustang Imp. Auth.
Bancfirst
Mustang Elec Co Inc
S. CASTLEROCK LANE
E. KATELYN LANE
EAST ELDER LANE
EAST FOREST LANE
S. CASTLE ROCK LANE
CASTLE RIDGE LANE
COMMON AREA "A"
COMMON AREA LOT 'A'
Detention Pond
S. POINTE LANE
NE
34-11-5
BK 8 PG 303
BK 9 PG 612

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:

A tract of land in the Southeast Quarter (SE/4) of Section TWENTY-SEVEN (27), Township ELEVEN (11) North, Range FIVE (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows: Commencing at the Southwest corner of said SE/4 of said Section; Thence N89°59'17"E along the South line of the SE/4 of said Section 27, a distance of 331.80 feet; Thence N0°06'11"W along the East line of R.D. BRISCOE ADDITION, a distance of 245.43 feet to the point of beginning; Thence continuing N0°06'11"W along the East line of R.D. BRISCOE ADDITION, a distance of 354.57 feet; thence N89°59'17"E and parallel with the South line of said SE/4 a distance of 334.64 feet; Thence S0°06'11"E a distance of 354.57 feet; Thence S89°59'17"W and parallel with the South line of said SE/4 a distance of 334.67 feet to the point of beginning..

OWNER OF RECORD: SALEH M. AL-ZUBI
P. O. BOX 645
WHEATLAND, OK 73097
*SE 27-11N-5W A2 2.51 ACRES

CITY OF MUSTANG
1501 N. MUSTANG RD
MUSTANG, OK 73064
*SE 27-11N-5W PT OF A29 .83 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:

JODAN PROPERTIES LLC
70 N. MAY AVE
OKLAHOMA CITY, OK 73107
*SE 17-11N-5W A-32 .62 ACRES

BRONCO 66 LLC
551 E. HWY 152
MUSTANG, OK 73064
*SE 27-11N-5W A31 .68 ACRES

CITY OF MUSTANG
1501 N. MUSTANG RD
MUSTANG, OK 73064
*SE 27-11N-5W PT OF A29 .83 ACRES

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*SE 27-11N-5W A30 .41 ACRES

GENE C. RADKE, TRUSTEE OF THE GENE C. RADKE REVOCABLE TRUST
11640 SW 36TH ST

EL RENO, OK 73036
*SE 27-11N-5W A23 5.48 ACRES

GENE C. RADKE, TRUSTEE OF THE GENE C. RADKE REVOCABLE TRUST
11640 SW 36TH ST
EL RENO, OK 73036
*SE 27-11N-5W A24 5.48 ACRES

LIFE TABERNACLE UNITED PENTECOSTAL CHURCH OF MUSTANG
P.O. BOX 41
MUSTANG, OK 73064
*SE 27-11N-5W A4 4.37 ACRES

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*LOT 1-A-2 R.D. BRISCOE ADDN

CHARLES & MARILYN M. SANDERS
105 RICHARD TER
MUSTANG, OK 73064
*LOT 1-A-1 R. D. BRISCOE ADDN

ROBERT & SHARON MASON
P.O. BOX 155
MUSTANG, OK 73064
*LOT 2 R. D. BRISCOE ADDN

CLAUDIA MARIE MALONEY
205 N. RICHARD TER
MUSTANG, OK 73064
*LOT 3 R. D. BRISCOE ADDN

CAROLYN S. BROWN & MARY ELLEN MCDONALD
225 N. RICHARD TER
MUSTANG, OK 73064
*LOT 4 R. D. BRISCOE ADDN

FREDDIE LEE & ROXANNA L. BROWN
317 N. RICHARD TER
MUSTANG, OK 73064
*LOT 5 R. D. BRISCOE ADDN

CHARLES GUTHRIE
300 N. RICHARD TER
MUSTANG, OK 73064
*LOT 10 R. D. BRISCOE ADDN

FREDDIE L. & ROXANNA L. BROWN
317 N. RICHARD TER
MUSTANG, OK 73064
*LOT 11 R. D. BRISCOE ADDN

ROBERT & SHARON MASON
P.O. BOX 155
MUSTANG, OK 73064
*LT 12 R. D. BRISCOE ADDN

ROBERT & S MASON
P.O. BOX 155
MUSTANG, OK 73064
*LT 13 R. D. BRISCOE ADDN

SEUNG MOON
4233 ROUNDUP RD
EDMOND, OK 73034
*LT 14 R. D. BRISCOE ADDN

STATE OF OKLAHOMA, DEPT OF TRANSPORTATION
OFFICE OF LAND ACQUISITIONS
200 NE 21ST ST
OKLAHOMA CITY, OK 73105
*NE 34-11N-5W A3 1.82 ACRES

CANADIAN STATE BANK
P.O. BOX 851520
YUKON, OK 73085
*NE 34-11N-5W A17 1.36 ACRES

JAMES H. BLURTON
13237 SW 41ST ST
YUKON, OK 73099
*NE 34-11N-5W A20 .31 ACRES

NSC PROPERTIES LP
6 WINDMILL RD
MINERAL WELLS TX 76067
*NE 34-11N-5W A18 1.39 ACRES

RKS VENTURES INC.
3445 W. WEBB
WICHITA KS 67226
*NE 34-11N-5W A19 1.27 ACRES

CIMARRON CREEK LTD
2302 W. 3RD ST
ELK CITY, OK. 73644
*LOT 1 BLOCK 2 CASTLE ROCK SEC. I

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: December 30, 2014 at 7:30 A.M.

OLD REPUBLIC TITLE COMPANY OF OKLAHOMA
Bonded Abstractor

Lynne Babbit

SUBSCRIBED and sworn to before me this 12th day of January, 2015

Nona R Stribel

SEAL DONNA R. STRIBEL NOTARY # 06000652 EXP. 01/23/18 PUBLIC STATE OF OKLAHOMA

Commission Number: 06000652

My Commission expires: 1/23/2018

Order No. 15168312

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. H - 2

2. MEETING DATE: February 17, 2015

3. TITLE: Approve Reappointment of Municipal Judge Steve Huddleston and Alternate Judge Chris Box

4. COUNCIL ACTION: Approve/Deny

5. INITIATOR: Timothy Rooney, City Manager

6. BACKGROUND: The term of the Municipal Judge for the City of Mustang runs for a two year period resulting in the need for renewal on the odd numbered years. Steve Huddleston and Chris Box have expressed a desire to continue as Judge and Alternate Judge should the Council choose to reappoint them.

   According to Chapter 26, Section 26-62 of the Municipal Code, the Judge and the Alternate Judge shall be appointed by the Mayor with the consent of the City Council.

7. STAFF COMMENTS: None

8. STAFF SOURCE: Timothy Rooney, City Manager

9. RESOLUTION / ORDINANCE: None.

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

FEBRUARY 17, 2015
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 **02/03/15** MIA Minutes
*2. Claims List for **FY '15**
3. Approval of **Resolution No. 15-042** making changes in the Mustang Improvement Authority Fund Budget by making a Supplemental Appropriation to Increase the 2014-2015 Fiscal Year Budget by $993.
*4. Approval to **Renew Audit Engagement Letter** Submitted by Anne Marie Elfrink, MS., CPA for Auditing Services for Fiscal Year Ending June 30, 2015.
*5. Acceptance of **Maintenance Bond** for Water Line for St. Anthony's Healthplex Property.

E. INFORMATION/REPORTS

1. Trustee Manager
2. Trustees

F. DISCUSSION ITEMS

None.

G. ADJOURNMENT

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

MUSTANG IMPROVEMENT AUTHORITY
FEBRUARY 3, 2015

The Mustang Improvement Authority met in regular session on Tuesday, February 3, 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, January 30, 2014, at 1:00 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 **7:14 p.m.**

B. ROLL CALL

Trustees Present: **Taylor**
Staples
Jones
Hagan
Schweinberg
Adams

Trustees Absent: **Bowers**

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **01/20/15** MIA Minutes
*2. Claims List for **FY '15**
*3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
*4. Approval of **Change Order #1** for Project Titled Modifications to 74th Street Booster Station and County Line Tank.

MOTION was made by **Trustee Schweinberg**, seconded by **Trustee Taylor,** to approve Items D-1 thru D-4 of the Consent Agenda.

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

E. INFORMATION/REPORTS

1. Trustee Manager

None.

2. Trustees

None.

F. DISCUSSION ITEMS

None.

G. ADJOURNMENT

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

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

Meeting was adjourned at **7:15 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				
15-0531	01-B0024	BANCFIRST	2009 BOND PAYMENT	2/2015	201502100620	21,939.64
15-1125	01-B0024	BANCFIRST	2014 A BOND PAYMENT	2/2015	201502100621	183,646.25
15-1410	01-B0120	BOND FUND	4TH PENNY SALES TAX	2/2015	201502100625	20,837.94
15-0009	01-G0030	GENERAL FUND	OPERATING TRANSFER	2/2015	201502100619	230,000.00
15-1411	01-L0045	LIMITED PURPOSE FUND	3RD PENNY TRANSFER	2/2015	201502100626	87,231.85
15-1094	01-M0210	MUSTANG IMPROVEMENT	TRANSFER CIP FEE TO MIA	2/2015	201502100623	29,322.00
15-1369	01-P0045	PETTY CASH	PETTY CASH EXPENDITURES	2/2015	201502100648	4.70
15-1415	01-S0205	STREET IMPROVEMENT FUND	FRANCHISE FEE TRANSFER	2/2015	201502100618	13,000.00
					DEPARTMENT TOTAL:	585,982.38
DEPARTMENT: 72		WATER				
15-1434	01-C0135	CITY OF OKC UTILITIES	WATER PURCHASE	2/2015	201502110653	25,135.50
15-1088	01-E0018	ELITE TOWERS, INC	74TH BOOSTER STATION	2/2015	5	21,070.57
15-1418	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100638	19,994.69
15-0395	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	2/2015	130664	90,274.90
					DEPARTMENT TOTAL:	156,475.66
DEPARTMENT: 75		SEWER				
15-1409	01-C0010	CADDO ELECTRIC CO-OP INC	ELECTRIC SERVICE	2/2015	201502100634	365.00
15-1441	01-C0117	CLEARWATER ENTERPRISE, LLC	GAS USAGE	2/2015	201502120696	834.96
15-1413	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100643	37.62
15-1417	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100641	25.70
15-1418	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	2/2015	201502100638	266.60
15-0395	01-S0057	SEVERN TRENT SERVICES INC	PUBLIC WORKS CONTRACT	2/2015	130664	50,779.63
					DEPARTMENT TOTAL:	52,309.51
					FUND TOTAL:	794,767.55

MUSTANG IMPROVEMENT AUTHORITY

AGENDA ITEM COMMENTARY

1. **ITEM NO.** D-3

2. **MEETING DATE:** February 17, 2015

3. **TITLE:**
   Discussion, Consideration and Possible Action to Approve Resolution No. 15-042 for a Budget Supplemental in the Mustang Improvement Authority Fund for the Fiscal Year 2014-2015.

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

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

6. **BACKGROUND:**
   The MIA received $993 from Oklahoma Municipal Assurance Group (OMAG) final settlement on well roof damages (May 2013).

   A supplemental appropriation to increase the MIA Fund in the amount of $993 to be appropriated in fiscal year 2015.

7. **FINANCIAL IMPACT:**

8. **STAFF COMMENTS:**

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

10. **ORDINANCE /RESOLUTION NO. 15-042**

RESOLUTION 15-042

A RESOLUTION TO MAKE CHANGES IN THE MUSTANG IMPROVEMENT AUTHORITY FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2014-2015 FISCAL YEAR BUDGET BY $993.

WHEREAS, the MIA received $993 from Oklahoma Municipal Assurance Group (OMAG) final settlement on well roof damages (May 2013);

WHEREAS, the Trustees desires to appropriate funds;

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

SUPPLEMENTAL APPROPRIATION

Revenues:	
Insurance Reimbursement (68-45194)	$993
Expenditures:	
Repairs & Maintenance (68-572-5621)	993
Total	$993

This is to certify that the above and foregoing Resolution was dully **ADOPTED** and **APPROVED** by the Trustees on this **17th** day of **February 2015**.

Chairman

ATTEST:

City Clerk