

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE/INVOCATION

Jim Harris, Pastor, Clear Springs Free Will Baptist Church

C. ROLL CALL

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

F. CONSENT AGENDA

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

1. Approval of **11/15/16** City Council Minutes.
- *2. Claims List for **FY'17**.
- *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 **Schedule of Meetings** for City Council, Boards and Commissions, and **Holidays** for the City of Mustang/MIA for the Year 2017.
6. Approval of **Retirement** from Oklahoma Municipal Retirement Fund (OMRF) for James Davis, Police Captain.

G. INFORMATION/REPORTS

1. City Manager
2. City Council

H. DISCUSSION ITEMS

- *1. **Discussion, Consideration and Possible Action** regarding Acceptance of the Comprehensive Annual Financial Report and Report on Internal Control and Compliance with Government Auditing Standards for Fiscal Year ending June 30, 2016.
2. **Discussion, Consideration and Possible Action** regarding Approval of **Nunc Pro Tunc Ordinance No. 1129-A**, an Ordinance of the City of Mustang, Oklahoma, Amending Ordinance No. 1129 of the City of Mustang, Oklahoma, to Correct Scrivener's Errors in the Legal Description of Certain Property Located in Canadian County, Oklahoma, that was Rezoned by Ordinance No. 1129; Declaring Repealer; Providing for Severability; and Declaring an Emergency.
3. **Discussion, Consideration and Possible Action** regarding Approval of **Ordinance No. 1141**, an Ordinance of the City of Mustang, Oklahoma, Amending Chapter 90, of the Code of Ordinances of the City of Mustang, Oklahoma, by Adding Section 90-6, Partially Vacating a Portion of West Rancho Drive as dedicated to the City of Mustang and reflected on the Plat of Rancho Addition, an Addition to the City of Mustang, Canadian County, Oklahoma, According to the Recorded Plat Thereof, as more particularly described herein; Declaring Repealer; and Providing for Severability.

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

*Items Considered Concurrently on the MIA Agenda.

**MUSTANG CITY COUNCIL
NOVEMBER 15, 2016**

The Mustang City Council met in regular session on Tuesday, November 15, 2016, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Thursday, November 10, 2016, at 12:20 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE/INVOCATION (Dave Owens, Pastor, Christ Lutheran Church)

Pastor Owens led the assembly in the Pledge and Invocation.

C. ROLL CALL

Councilmembers Present:	Riley
	Leete
	Grider
	Hagan
	Schweinberg

Councilmembers Absent:	Jones
	Adams

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

None.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

None.

F. CONSENT AGENDA

1. Approval of **11/01/16** City Council Minutes.
- *2. Claims List for **FY'17**.
3. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.

4. Approval of **Resolution No. 17-028**, making changes in the Park & Recreation Donation Fund Budget by making a Supplemental Appropriation to Increase the 2016-2017 Fiscal Year Budget by \$5,040.
5. Approval to **Deny Tort Claim** by Constance Jennings, date of incident July 24, 2016, in the amount of \$3,418.08.

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

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

G. INFORMATION/REPORTS

1. City Manager

City Manager Rooney stated he did not have anything to report in addition to the City Manager Report provided in the agenda packet and available online.

2. City Council

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

Councilwoman Hagan stated Silver Dr looked really nice and thanked those involved saying when she moved to Mustang, Silver Dr was a dirt road.

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

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

Councilman Riley mentioned the lights in front of City Hall were not working, but otherwise did not have anything to report at this time. He wished everyone a Happy Thanksgiving.

Vice Mayor Schweinberg also wished everyone a Happy Thanksgiving and safe holidays.

**MUSTANG CITY COUNCIL
NOVEMBER 15, 2016
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H. DISCUSSION ITEMS

None.

J. CITY ATTORNEY'S REPORT

None.

K. ADJOURNMENT

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

AYE: Riley, Leete, Grider, Hagan, Schweinberg

NAY: None

The meeting was adjourned at **7:04 p.m.**

Attest:

Jay Adams, Mayor

Lisa Martin, City Clerk

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 MAYOR AND COUNCIL						
17-0039	01-C0108	COWAN GROUP ENGINEERING, L	ENGINEERING FEES	11/2016	2725A	896.00
17-0047	01-E0027	ANNE MARIE ELFRINK	AUDITING SERVICES	12/2016	161130	18,500.00
17-0002	01-H0045	RALPH STEVEN HUDDLESTON	COURT APPEARANCES	12/2016	201611294270	1,600.00
17-0093	01-W0001	WHEATLEY, SEGLER, OSBY & M	MONTHLY RETAINER FEES	12/2016	201612014294	2,330.45
DEPARTMENT TOTAL:						23,326.45
DEPARTMENT: 11 CITY MANAGER						
17-0023	01-A0122	ALLIANCE MAINTENANCE, INC	JANITORIAL SERVICE	12/2016	87578	675.00
17-0037	01-B0202	BFAC, LLC	MOBILE APP. SOLUTIONS	11/2016	7814d	3,100.00
17-0068	01-M0001	STAR COMMUNICATION CORPORAT	LEGAL PUBLICATIONS	11/2016	3402	106.15
17-0893	01-M0115	MTM RECOGNITION CORPORATION	SERVICE AWARD PLAQUES	11/2016	5858615	435.50
17-0066	01-M0180	MUSTANG CHAMBER OF COMMER	CHAMBER LUNCHEONS	11/2016	12381	72.00
17-1023	01-P0099	PRINCIPAL LIFE INSURANCE CO	RETIREE INSURANCE	12/2016	201612014304	170.58
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	70.00
17-1022	01-U0220	USAVISION, INC	RETIREE INSURANCE	12/2016	201612014305	39.00
17-0200	01-W0009	WORKERS ASSISTANCE PROGRAM,	EMPLOYEE ASSISTANCE PROG	12/2016	201611294265	359.56
DEPARTMENT TOTAL:						5,027.79
DEPARTMENT: 12 LIBRARY						
17-0243	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	11/2016	5014330987	313.39
17-0248	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR CHILDREN & TEEN	11/2016	5014330986	45.77
17-0675	01-B1023	BTAC ACQUISITION CORP.	BOOKS FOR COLLECTION	11/2016	5014330989	95.90
17-0242	01-M0263	MIDWEST TAPE, LLC	NON PRINT MATERIALS	11/2016	94509644	758.71
17-0247	01-M0263	MIDWEST TAPE, LLC	NON PRINT MATERIALS	11/2016	94464076	294.04
17-0775	01-O0129	OVERDRIVE, INC	E BOOKS & E AUDIOS	11/2016	2393-123136140-110	81.97
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	12.00
17-0724	01-Y0040	YUKON TROPHY & AWARDS INC	NAME BADGES, WALL PLAQUE	11/2016	1016331	14.00
DEPARTMENT TOTAL:						1,615.78
DEPARTMENT: 13 PARKS AND RECREATION						
17-0021	01-A0114	PHIL & HELEN SCHUMINSKY MUS	STORAGE SERVICES	11/2016	201611294288	87.00
17-0175	01-B1019	BEN E. KEITH COMPANY	SNACKS FOR CAMP	11/2016	63328400	535.64
17-0601	01-B1019	BEN E. KEITH COMPANY	SNACKS FOR ASP	11/2016	63328400A	17.94
17-0678	01-C0189	TODD D. ABRELL	WEIGHT ROOM EQUIPMENT	12/2016	7253A	115.77
17-0747	01-C0189	TODD D. ABRELL	REPAIRS TO EQUIPMENT	12/2016	7253	573.79
17-0412	01-C1562	RUTH ELAINE COUTS	BELL CHOIR LESSONS	11/2016	201611304293	45.00
17-0233	01-M0286	JIMANI VENTURES, INC	OIL CHANGES	12/2016	250189	25.99
17-0972	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611294261	25.71
17-1019	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	12/2016	201612014302	53.34
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	150.00
17-0600	01-W0020	WALMART COMMUNITY BRC	SUPPLIES FOR PROGRAM	11/2016	201611294258	58.80
17-0733	01-W0020	WALMART COMMUNITY BRC	CANDY & SUPPLIES FOR SPOO	11/2016	201611294257	1,601.60
17-0748	01-W0135	WARREN POWER & MACHINERY IN	LIGHT TOWERS FOR SPOOKTAC	11/2016	A3540801	433.13
DEPARTMENT TOTAL:						3,723.71

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15 GENERAL GOVERNMENT						
17-0021	01-A0114	PHIL & HELEN SCHUMINSKY	MUSSTORAGE SERVICES	11/2016	201611294288	133.00
17-0041	01-C0278	COX COMMUNICATIONS, INC.	TELEPHONE/INTERNET	11/2016	201611294276	6,545.35
17-0048	01-F0078	DAIOHS USA, INC	COFFEE SERVICE	11/2016	159161	33.70
17-0054	01-H0040	BILLY R HOWELL	PEST CONTROL	12/2016	201611294280	600.00
17-0003	01-K0127	KG HOLDINGS	STAGE INCENTIVE PAY	12/2016	201611294271	4,833.33
17-0061	01-K0127	KG HOLDINGS	CASH SAVER INCENTIVE PAY	12/2016	201611294272	6,556.11
17-0006	01-00014	OK MUNICIPAL ASSURANCE	GROULIABILITY INSURANCE	11/2016	201611304289	19,653.00
17-0007	01-00014	OK MUNICIPAL ASSURANCE	GROUPOROPERTY INSURANCE	11/2016	201611304290	23,258.50
17-0077	01-00125	OK ONE CALL SYSTEM, INC	MEMBERSHIP SERVICES	11/2016	2017M0499	668.40
17-1024	01-Q1177	OK TAX COMMISSION	SALES TAX PAYABLE	12/2016	201612014303	59.87
17-0081	01-P1051	PITNEY BOWES BANK, INC	BULK POSTAGE	11/2016	201611294285	3,277.08
17-0971	01-S0010	SYNCHRONY BANK	ANNUAL MEMBERSHIP FEE	11/2016	201611294260	45.00
17-0088	01-S0173	STANDLEY SYSTEMS	COPIER LEASE/USAGE	12/2016	668145	2,399.54
17-0977	01-S1002	STERLING J. BEECROFT, LLC	REPAIR LIGHTS @ CITY HALL	11/2016	3294	112.00
17-0992	01-S1002	STERLING J. BEECROFT, LLC	REPAIR LIGHTS @ CITY HALL	11/2016	3295	873.00
DEPARTMENT TOTAL:						69,047.88
DEPARTMENT: 18 TOWN CENTER						
17-0511	01-A0110	ALL SEASON BUILDING SUPPLY	TOOLS, EQUIPMENT, SUPPLIE	11/2016	86886	93.17
17-0874	01-K0033	KONE, INC	REPLACE VALVE IN ELEVATOR	11/2016	1157305739	6,500.00
17-0210	01-M0128	MAC FIRE SYSTEMS, INC	SERVICE CARDS	11/2016	116007	140.00
17-0665	01-M0128	MAC FIRE SYSTEMS, INC	ANNUAL FIRE INSPECTIONS	11/2016	116004	100.00
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	27.00
17-0902	01-S0330	STREETS LLC MECHANICAL	CONTDIAGNOSTIC & REPAIR	11/2016	48642	155.00
17-0497	01-S1165	INTERLINE BRANDS, INC	JANITORIAL SUPPLIES	11/2016	383925617,38374856	78.34
17-0857	01-S1165	INTERLINE BRANDS, INC	CLEANING SUPPLIES	11/2016	384265666	375.11
17-0942	01-W0139	WEATHERMAN MECHANICAL, INC	SERVICING HVAC	11/2016	2151215336	2,482.95
DEPARTMENT TOTAL:						9,951.57
DEPARTMENT: 19 BALL COMPLEX						
17-0256	01-A0110	ALL SEASON BUILDING SUPPLY	TOOLS, ZIP TIES, FILTERS	11/2016	80302	535.93
17-0553	01-B0154	ICE MAKER SALES & SERVICE,	REPAIR ICE MACHINE	11/2016	1047508-IN	234.00
17-0337	01-B1026	B&C APPAREL	SHIRTS FOR ADULT LEAGUE	11/2016	32236	2,248.00
17-1019	01-00055	OG&E COMPANY	ELECTRIC SERVICE	12/2016	201612014302	120.04
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	58.00
17-0990	01-S0282	CHRIS L. SPITLER	SCHEDULING OF GAMES	11/2016	261	592.00
17-0991	01-S8858	SHATWELL'S TURF MANAGEMENT	SPRAYING & FERTILIZER	11/2016	201611304291	1,925.00
DEPARTMENT TOTAL:						5,712.97

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 20 AQUATICS						
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	21.00
DEPARTMENT TOTAL:						21.00
DEPARTMENT: 21 FINANCE						
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	50.00
DEPARTMENT TOTAL:						50.00
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
17-0152	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATEMENT	11/2016	R477827	47.00
17-0986	01-C185	OK CONST. INDUSTRIES BOARD	RENEWAL OF LICENSE	11/2016	201611294281	35.00
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	83.00
17-0737	01-V0050	CELICO PARTNERSHIP	CELL PHONE BILL	11/2016	9775757413	248.69
DEPARTMENT TOTAL:						413.69
DEPARTMENT: 41 POLICE						
17-0137	01-F0078	DAIOHS USA, INC	COFFEE SERVICE	12/2016	159169	68.85
17-0931	01-I0030	INTEGRIS HEALTH, INC.	HIRE POLICE PENSION PHYSI	11/2016	2016-22087	625.00
17-0449	01-L0096	WILLIAM A AND LAURA L RIDLEJAIL LAUNDRY		11/2016	0721	113.94
17-0449	01-L0096	WILLIAM A AND LAURA L RIDLEJAIL LAUNDRY		12/2016	0948	85.00
17-0929	01-O0085	OK ASSOC CHIEFS OF POLICE	OACP MEMBERSHIP	11/2016	OACP-10904	90.00
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	762.00
17-0988	01-S0286	SAMANTHA SETLIFF	REFUND OF OVERPAYMENT	11/2016	201611294286	31.03
17-0103	01-T0029	WEST PUBLISHING CORPORATION	OK STATUTES SUPPLEMENTS	11/2016	835070599	148.42
17-0100	01-V0050	CELICO PARTNERSHIP	MOBILE DATA TERMINAL USAG	12/2016	9775757413a	929.23
17-0094	01-W0020	WALMART COMMUNITY BRC	SUPPLIES/MAINTENANCE/EQUI	11/2016	201611294287	363.50
DEPARTMENT TOTAL:						3,216.97
DEPARTMENT: 42 ANIMAL CONTROL						
17-0112	01-L0096	WILLIAM A AND LAURA L RIDLELAUNDRY SERVICE		11/2016	0590	124.57
17-0112	01-L0096	WILLIAM A AND LAURA L RIDLELAUNDRY SERVICE		12/2016	895,1015	77.07
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	2.00
17-0100	01-V0050	CELICO PARTNERSHIP	MOBILE DATA TERMINAL USAG	12/2016	9775757413a	32.13
DEPARTMENT TOTAL:						235.77

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 51 FIRE						
17-0880	01-A0110	ALL SEASON BUILDING SUPPLY,BUILDING SUPPLIES		11/2016	87550	20.40
17-0820	01-C0065	CASCO INDUSTRIES, INCORPORABUNKER GEAR REPLACEMENT		11/2016	176014	13,010.00
17-0934	01-C0065	CASCO INDUSTRIES, INCORPORAHELMET SHIELD		11/2016	176015	45.00
17-0484	01-C0231	CONRAD FIRE	REPAIR TO GENERATOR	11/2016	513055	4,529.47
17-0896	01-G097	TYCO & SECURITY (US) MANAGECO2 EXTINGUISHER		11/2016	54047521	214.23
17-0993	01-M0111	MIDWEST HOSE & SPECIALTY, IRADIATOR HOSE FOR E-1		11/2016	937655	39.20
17-0118	01-N0137	NORTHERN SAFETY, CO	SCBA MASK REPLACEMENT	11/2016	902185402	441.25
17-0877	01-O0025	O'REILLY AUTOMOTIVE STORES,VEHICLE REPAIRS		11/2016	0309-156925	44.03
17-0995	01-O0025	O'REILLY AUTOMOTIVE STORES,10 GALLONS OF ANTIFREEZE		11/2016	0309-160463	159.90
17-0980	01-O0160	OKLA STATE FIREFIGHTERS ASSMEMBERSHIP DUES		11/2016	201611294282	112.00
17-0010	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294275	845.00
17-0897	01-S1002	STERLING J. BEECROFT, LLC	LIGHT KITS/REWIRE	11/2016	3291	7,400.00
17-0936	01-S1002	STERLING J. BEECROFT, LLC	REPAIR OUTDOOR LIGHTING	11/2016	3296	507.00
17-0989	01-S1002	STERLING J. BEECROFT, LLC	OUTDOOR LIGHT REPAIR	11/2016	3297	378.00
17-0121	01-U0055	UNIFIRST HOLDINGS, INC.	SHOP TOWEL SERVICE	11/2016	825 1141961	41.45
17-0918	01-W0020	WALMART COMMUNITY BRC	TRAC PHONE FOR REFUSAL	11/2016	201611294259	101.76
DEPARTMENT TOTAL:						27,888.69
DEPARTMENT: 61 STREETS						
17-0972	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611294261	134.81
DEPARTMENT TOTAL:						134.81
FUND TOTAL:						150,367.08

FUND: 05 - PARK IMPROVEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
17-1001	01-C0193	CHRIS BROMLOW	PARK SIGNS	12/2016	7172	6,000.00
DEPARTMENT TOTAL:						6,000.00
FUND TOTAL:						6,000.00

FUND: 07 - LIBRARY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 07		ADMINISTRATION				
17-0965	01-D0138	DWE WILLIAMS	STORY TELLING PROGRAM	11/2016	201611294277	380.00
17-0953	01-G0030	GENERAL FUND	TRANSFER TO GENERAL FUND	12/2016	201611294266	12,500.00
17-0940	01-00129	OVERDRIVE, INC	OVERDRIVE PLATFORM	11/2016	H-0038140	3,000.00
DEPARTMENT TOTAL:						15,880.00
FUND TOTAL:						15,880.00

FUND: 08 - PD TRAFFIC ENFORCEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41		POLICE ENFORCEMENT				
17-0926	01-01277	OK TAX COMMISSION	3 TAGS FOR NEW VEHICLES	11/2016	201611294283	162.00
17-0883	01-R0147	RCB BANK	NEW LEASE PURCHASE	12/2016	201611294267	696.78
DEPARTMENT TOTAL:						858.78
FUND TOTAL:						858.78

FUND: 09 - 2012 GO BOND - BASEBALL

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		GENERAL GOVERNMENT				
17-0810	01-A0110	ALL SEASON BUILDING SUPPLY,LOCKS & SUPPLIES		11/2016	80302A	37.08
DEPARTMENT TOTAL:						37.08
FUND TOTAL:						37.08

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PURCHASE ORDER CLAIM REGISTER

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FUND: 12 - 2012 GO BOND-TOWN CENTER

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		ADMINISTRATION				
17-0856	01-C2231	CORY'S AUDIO VISUAL SERVICESPEAKERS & INSTALLATION		11/2016	184364	4,454.20
DEPARTMENT TOTAL:						4,454.20
FUND TOTAL:						4,454.20

FUND: 39 - LIMITED PURPOSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 13		PARK AND RECREATION				
17-1007	01-L0098	LINKS PAINTING, LLC	PAINTING OF FOYER	11/2016	1621	4,850.00
DEPARTMENT TOTAL:						4,850.00
DEPARTMENT: 31		COMMUNITY DEVELOPMENT				
17-0530	01-H0106	HALFF ASSOCIATES, INC.	COMPREHENSIVE PLANNING	11/2016	218266	25,291.99
17-0691	01-J0057	JOHN VANCE MOTORS, INC.	2017 DODGE RAM TRUCK	11/2016	90846	30,092.75
DEPARTMENT TOTAL:						55,384.74
DEPARTMENT: 41		POLICE				
17-0883	01-R0147	RCB BANK	NEW LEASE PURCHASE	12/2016	201611294267	45,996.00
DEPARTMENT TOTAL:						45,996.00
FUND TOTAL:						106,230.74

NOVEMBER 2016 VISA

<u>DEPT</u>		
511	CITY MANAGER	\$ 2,000.00
512	LIBRARY	\$ 1,500.00
513	PARKS & RECREATION	\$ 6,500.00
515	GENERAL GOVERNMENT	\$ 2,000.00
518	TOWN CENTER	\$ 3,000.00
521	FINANCE	\$ 100.00
531	COMM. DEV.	\$ 200.00
541	POLICE	\$ 3,500.00
551	FIRE	\$ 1,200.00
TOTAL		\$ 20,000.00

NOVEMBER 2016 PAYROLL

<u>DEPT</u>		
511	CITY MANAGER	\$ 36,388.54
512	LIBRARY	\$ 33,335.75
513	PARKS & RECREATION	\$ 87,781.79
518	TOWN CENTER	\$ 22,537.16
519	BALL COMPLEX	\$ 22,681.16
520	AQUATICS	\$ 3,000.88
521	FINANCE	\$ 41,520.59
531	COMMUNITY DEVELOPMENT	\$ 36,025.15
541	POLICE	\$ 211,180.31
542	ANIMAL CONTROL	\$ 3,577.67
543	OHIO GRANT	\$ 359.24
551	FIRE	\$ 143,628.16
TOTAL		\$ 642,016.40

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

- 1. ITEM NO.** F-3
- 2. DATE:** December 6, 2016
- 3. TITLE:** Approval to turn past due utility accounts over to the collection agency
- 4. COUNCIL ACTION:** Approve or Deny
- 5. INITIATOR:** Janet Watts, Finance Director
- 6. BACKGROUND:** The attached utility accounts are past due and need to be sent to collections. Total balance is \$ 1,990.12 excluding collection agency fees.
- 7. STAFF SOURCE:** Janet Watts, Finance Director
- 8. FINANCIAL IMPACT:** Bad debt write-off of \$ 1,990.12
- 9. STAFF COMMENTS:** Recommends turning accounts over to collections.
- 10. CITY ATTORNEY'S COMMENTS:**
- 11. RESOLUTION/ORDINANCE NO.** N/A

12/06/2016

ACCOUNT NUMBER	NAME	SERVICE ADDRESS	MAILING ADDRESS	BALANCE	AGENCY FEE	TOTAL FEE
10-0119-01	BUSSARD, JUSTIN	542 S WOODLAND DR	542 S WOODLAND DR	\$ 144.28		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
12-0143-03	CHILD CARE ACADEMY	137 N MUSTANG RD	208 WESTRIDGE CT	\$ 246.72		
START DATE:		MUSTANG, OK 73064	YUKON, OK 73099			
FINAL DATE:						
13-0059-06	COZAD, BRANDI	333 W CHANTILLY WAY	333 W CHANTILLY WAY	\$ 49.38		
START DATE:	DEEN, QUENTIN	MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
09-0203-11	DAVIS, FRANKLIN	717 W PERRY DR	2000 EAST HILLS TERR	\$ 30.34		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
11-0080-08	FARRIS, NICCO	611 S HEIGHTS DR	8149 SW 36TH ST	\$ 25.43		
START DATE:	DAVID, DERECK	MUSTANG, OK 73064	OKC, OK 73179			
FINAL DATE:						
06-0432-07	GOODMAN, LONNIE & ROZETTA	216 N SHANNON WAY	216 N SHANNON WAY	\$ 236.78		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
05-0158-07	GRANADO, SHANON	1237-B W HUNTINGTON WAY	1237-B W HUNTINGTON WAY	\$ 185.79		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
11-0178-03	HOWELL, BRAD	629 S FOREST DR	25527 FIARBROOK LN	\$ 80.86		
START DATE:	COLLINS, REBECCA	MUSTANG, OK 73064	SPRING, TX 77373			
FINAL DATE:						
08-0089-05	HUMPHREY, CHAUNCEY	641 W HILLCREST DR	641 W HILLCREST DR	\$ 73.60		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
06-0188-10	IRWIN, JAMIE	1041 W GLADYS WAY	750 W JUNIPER DR	\$ 207.66		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
07-0083-15	MATHES, MELISSA	825 W FOREST DR	2017 ASH NE	\$ 120.64		
START DATE:		MUSTANG, OK 73064	PEIDMONT, OK 73078			
FINAL DATE:						
07-0175-12	RIDINGS, RICK	852 W FOREST DR	6219 S INDEPENDENCE	\$ 62.14		
START DATE:	DABNEY, LEANNE	MUSTANG, OK 73064	OKC, OK 73159			
FINAL DATE:						
11-0093-11	SOLES, RICHARD	435 W GREENWOOD DR	2000 S MUSTANG RD APT 3910	\$ 41.00		
START DATE:	FIPPS, CASSIDY	MUSTANG, OK 73064	YUKON, OK 73099			
FINAL DATE:						
12-0019-10	STUMPE, RANDI	525 S MUSTANG RD	2278 CR 1311	\$ 54.57		
START DATE:		MUSTANG, OK 73064	BLANCHARD, OK 73010			
FINAL DATE:						
07-0123-03	SWAN, MARK	729 W LINDEN DR	729 W LINDEN DR	\$ 240.77		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
18-0224-01	VITAL SYSTEMS	1106 E SH 152	1216 E HIGHLINE LN	\$ 57.79		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
09-0251-12	WALKER, JOSHUA	821 W PERRY DR	821 W PERRY DR	\$ 75.25		
START DATE:		MUSTANG, OK 73064	MUSTANG, OK 73064			
FINAL DATE:						
06-0033-16	WALLACE, BROOKE	1021 W GRIGGS WAY	11916 SW 26TH ST	\$ 57.12		
START DATE:		MUSTANG, OK 73064	YUKON, OK 73099			
FINAL DATE:						

ACCOUNTS: 18

TOTALS: \$ 1,990.12 \$ 696.54 \$ 2,686.66

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. **ITEM NO.** F-4
2. **MEETING DATE:** December 6, 2016
3. **TITLE:** Approval to turn past due library accounts over to collection agency.
4. **COUNCIL ACTION:** Approve/Deny
5. **INITIATOR:** Janet Watts, Finance Director
6. **BACKGROUND:**
The attached library accounts are past due and need to be sent to collections.
The total balance is \$1,024.21 excluding collection agency fees.
7. **FINANCIAL IMPACT:**
Inventory loss of \$1,024.21
8. **STAFF COMMENTS:** Recommend Approval
9. **STAFF SOURCE:** Desiree Webber, Library Director
10. **CITY ATTORNEY COMMENTS:**
11. **RESOLUTION/ORDINANCE NO.** N/A

Council Copy
Accounts Sent to Collections
for November, 2016

[illegible]

City of Mustang
City Council
Agenda Item Commentary

1. ITEM NO. F-5
2. MEETING DATE: December 6, 2016
3. TITLE: Approval of Schedule of Meetings for City Council, Boards and Commissions, and Holidays for the City of Mustang/MIA for the Year 2017
4. COUNCIL ACTION: Approve/Deny
5. INITIATOR: Lisa Martin, City Clerk
6. BACKGROUND:

All schedules of meetings for the City Council/MIA, Boards and Commissions, and the holiday schedule for the City of Mustang are to be submitted to the City Clerk and approved by the City Council by December 15th of every year. This item is to meet this requirement.
7. FINANCIAL IMPACT: None.
8. STAFF COMMENTS: Recommend Approval
9. STAFF SOURCE: Lisa Martin, City Clerk
10. RESOLUTION /
ORDINANCE NO.

**2016 SCHEDULE OF MEETINGS
MUSTANG CITY COUNCIL AND MUSTANG IMPROVEMENT AUTHORITY
MUSTANG MUNICIPAL BUILDING
1501 N. MUSTANG ROAD
MUSTANG, OKLAHOMA
1ST AND 3RD TUESDAY OF EACH MONTH @ 7:00 p.m.**

DATE

Tuesday, 01/03/17

Tuesday, 01/17/17

Tuesday, 02/07/17

Tuesday, 02/21/17

Tuesday, 03/07/17

Tuesday, 03/21/17

Tuesday, 04/04/17

Tuesday, 04/18/17

Tuesday, 05/02/17

Tuesday, 05/16/17

Tuesday, 06/06/17

Tuesday, 06/20/17

Monday, 07/03/17

Tuesday, 07/18/17

Tuesday, 08/01/17

Tuesday, 08/15/17

Tuesday, 09/05/17

Tuesday, 09/19/17

Tuesday, 10/03/17

Tuesday, 10/17/17

Tuesday, 11/07/17

Tuesday, 11/21/17

Tuesday, 12/05/17

Tuesday, 12/19/17

****Per the City Code - Section 2-31 – Time and Place of Meetings – The Council of the City shall hold regular meetings at 7:00 p.m. on the first and third Tuesday of every month; provided that, if such a Tuesday falls on a Holiday, the regular meeting shall be held at that time on the next day which is not a holiday.***

***Approved by City Council and Filed in the Office of the
City Clerk on Tuesday, Dec. 6, 2016***

Lisa Martin, City Clerk

**MUSTANG PLANNING COMMISSION
2017 SCHEDULE OF MEETINGS
2ND AND 4TH TUESDAY OF EACH MONTH**

DAY OF WEEK	MONTH	DATE	DATE	TIME
Tuesday	January	10	24	7 P. M.
Tuesday	February	14	28	7 P. M.
Tuesday	March	14	28	7 P. M.
Tuesday	April	11	25	7 P. M.
Tuesday	May	9	23	7 P. M.
Tuesday	June	13	27	7 P. M.
Tuesday	July	11	25	7 P. M.
Tuesday	August	8	22	7 P. M.
Tuesday	September	12	16	7 P. M.
Tuesday	October	10	24	7 P. M.
Tuesday	November	14	28	7 P. M.
Tuesday	December	12	26	7 P. M.

**MUSTANG BOARD OF ADJUSTMENT
2017 SCHEDULE OF MEETINGS
2ND AND 4TH TUESDAY OF EACH MONTH
ON AN AS-NEEDED BASIS**

DAY OF WEEK	MONTH	DATE	DATE	TIME
Tuesday	January	10	24	6 P. M.
Tuesday	February	14	28	6 P. M.
Tuesday	March	14	28	6 P. M.
Tuesday	April	11	25	6 P. M.
Tuesday	May	9	23	6 P. M.
Tuesday	June	13	27	6 P. M.
Tuesday	July	11	25	6 P. M.
Tuesday	August	8	22	6 P. M.
Tuesday	September	12	16	6 P. M.
Tuesday	October	10	24	6 P. M.
Tuesday	November	14	28	6 P. M.
Tuesday	December	12	26	6 P. M.

MUSTANG TRAFFIC COMMISSION 2017 MEETING SCHEDULE

(SECOND WEDNESDAY EVERY MONTH 10:00 A.M.)

WEDNESDAY	JANUARY 11
WEDNESDAY	FEBRUARY 8
WEDNESDAY	MARCH 8
WEDNESDAY	APRIL 12
WEDNESDAY	MAY 10
WEDNESDAY	JUNE 14
WEDNESDAY	JULY 12
WEDNESDAY	AUGUST 9
WEDNESDAY	SEPTEMBER 13
WEDNESDAY	OCTOBER 11
WEDNESDAY	NOVEMBER 8
WEDNESDAY	DECEMBER 13

**Mustang Public Library Board
Meeting Date for 2017**

The Mustang Public Library Board meets the 4th Thursday of each month
at 5:15 p.m., except as noted by an *

January 26, 2017
February 23, 2017
March 23, 2017
April 27, 2017
May 25, 2017
June 22, 2017
July 27, 2017
August 24, 2017
September 28, 2017
October 26, 2017
November 16, 2017*
No meeting in December 2017*

Leisure Board Meetings 2017

Leisure Services Board meetings are held the fourth Monday of each month, 7pm at Mustang Town Center in classroom A.

January 23

February 27

March 27

April 24

May 22

June 26

July 24

August 28

September 25

October 23

November 27

December 26 (moved to Tuesday due to holiday)

CITY OF MUSTANG
PERSONNEL BOARD
MEETING SCHEDULE FOR 2017

<u>Day</u>	<u>Date</u>	<u>Time</u>
Monday	March 6th	7:00pm
Monday	June 5th	7:00pm
Monday	August 28th	7:00pm
Monday	December 11th	7:00pm

CITY OF MUSTANG

2017 HOLIDAY SCHEDULE

For non-uniformed personnel.

<u>DAY</u>	<u>DATE</u>	<u>HOLIDAY</u>
MONDAY	January 2nd	NEW YEAR'S DAY
MONDAY	January 16th	MARTIN LUTHER KING JR DAY
MONDAY	February 20 th	PRESIDENT'S DAY
MONDAY	May 29 th	MEMORIAL DAY
TUESDAY	July 4th	INDEPENDENCE DAY
MONDAY	September 4 th	LABOR DAY
FRIDAY	November 10 th	VETERANS DAY
THURSDAY	November 23 rd	THANKSGIVING
FRIDAY	November 24 th	DAY AFTER THANKSGIVING
MONDAY	December 25 th	CHRISTMAS DAY
TUESDAY	December 26 th	CHRISTMAS EVE (observed)

City Hall will be closed in observance of the above holidays.

CITY OF MUSTANG

2017 HOLIDAY SCHEDULE

For Fire Department (union) Personnel

<u>DAY</u>	<u>DATE</u>	<u>HOLIDAY</u>
SUNDAY	January 1st	NEW YEAR'S DAY
MONDAY	January 16th	MARTIN LUTHER KING JR DAY
THURSDAY	November 23rd	THANKSGIVING
FRIDAY	November 24th	DAY AFTER THANKSGIVING
SUNDAY	December 24th	CHRISTMAS EVE
MONDAY	December 25th	CHRISTMAS DAY

Holiday Pay or Holiday Worked Pay will be paid in accordance with the contract on the
above holidays.

CITY OF MUSTANG

2017 HOLIDAY SCHEDULE

For Police Department Personnel (except office personnel)

<u>DAY</u>	<u>DATE</u>	<u>HOLIDAY</u>
SUNDAY	January 1st	NEW YEAR'S DAY
MONDAY	January 16th	MARTIN LUTHER KING JR DAY
MONDAY	February 20th	PRESIDENT'S DAY
MONDAY	May 29th	MEMORIAL DAY
TUESDAY	July 4th	INDEPENDENCE DAY
MONDAY	September 4th	LABOR DAY
SATURDAY	November 11 th	VETERANS DAY
THURSDAY	November 23rd	THANKSGIVING
FRIDAY	November 24th	DAY AFTER THANKSGIVING
SUNDAY	December 24 th	CHRISTMAS EVE
MONDAY	December 25 th	CHRISTMAS DAY

Uniformed Police personnel (union) will be paid in accordance with the current FOP contract for the above holidays.

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. F-6
2. MEETING DATE: December 6, 2016
3. TITLE: James Davis, Police Captain will retire December 30, 2016 after more than 36 years of service to the City of Mustang. Captain Davis retires having worked for the City longer than any other employee to date.
4. COUNCIL ACTION: Approve or Deny
5. INITIATOR: Human Resources Department
6. BACKGROUND: The Oklahoma Municipal Retirement Fund requires all OMRF retirement applications to be submitted to the City Council. Mr. Davis meets the qualifications set forth by the plan to receive his retirement at this time.
7. FINANCIAL IMPACT: None
8. STAFF COMMENTS: Staff recommends approval.
9. STAFF SOURCE: Laura Anderson, HR Director
10. CITY ATTORNEY'S COMMENTS:
11. RESOLUTION/ORDINANCE NO.

CITY OF MUSTANG
AGENDA ITEM COMMENTARY

1. ITEM NO. H-1

2. MEETING DATE: December 6, 2016

3. TITLE: Discussion, Consideration and Possible Action to Accept the Comprehensive Annual Financial Report and Report on Internal Control and Compliance with Government Auditing Standards for fiscal year ending June 30, 2016.

4. COUNCIL ACTION: Accept/Deny

5. INITIATOR: Janet Watts, Finance Director

6. BACKGROUND:
Anne Marie Elfrink, MS, CPA recently concluded the fiscal year audit ending June 30, 2016 for the City of Mustang.

The annual audit report will be presented by Anne Marie Elfrink, MS, CPA.

7. FINANCIAL IMPACT:

8. STAFF COMMENTS:

9. STAFF SOURCE: Janet Watts, Finance Director

10. ORDINANCE /RESOLUTION NO. NA

Anne Marie Elfrink, MS, CPA

Member of the AICPA, OSCP, and GFOA

3119 E 87th Street
Tulsa, Oklahoma 74137

Anne.Elfrink@CPA.com

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

December 6, 2016

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

I have audited 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 of the City of Mustang, Oklahoma for the year ended June 30, 2016. Professional standards require that I provide you with information about my responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and OMB Circular A-133, as well as certain information related to the planned scope and timing of my audit. I have communicated such information in my letter to you dated December 15, 2015. Professional standards also require that I communicate to you the following information related to my audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Mustang, Oklahoma are described in Note 1 to the financial statements. The City adopted several new accounting pronouncements in the year ended June 30, 2015, which resulted in a restatement of the beginning net position for governmental activities.

I noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City of Mustang, Oklahoma's financial statements were:

Management's estimates of the useful lives of depreciable assets which were based on historical experience for the asset classes as well as common practice of other similar entities. I evaluated the key factors and assumptions used to develop the estimates of useful lives of depreciable assets in determining that the estimates are reasonable in relation to the financial statements taken as a whole.

The valuation of the net pension liability or asset involves significant estimates and assumptions, including the valuation of future benefit obligations as well as investment results. I have reviewed the key factors and assumptions used to develop these estimates and assumptions in determining that the estimates are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of the Schedule of Revenue and Bond Debt Service Coverage on page 90 of the Other Information section of the CAFR. The scheduled shows a computed net revenue coverage of annual debt service, as defined by the debt covenants, of 3.59 which is in excess of the 1.25 required by the debt covenants.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

I encountered no difficulties in dealing with management in performing and completing my audit. The staff was very prompt and efficient in responding to my requests and demonstrated a high degree of professionalism.

Corrected and Uncorrected Misstatements

Professional standards require me to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to my satisfaction, that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

Management Representations

I have requested certain representations from management that are included in the management representation letter dated November 30, 2016.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts.

Other Audit Findings or Issues

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditor. However, these discussions occurred in the normal course of my professional relationship and my responses were not a condition to my retention.

Other Matters

With respect to the "Other Information" accompanying the financial statements, I made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to my audit of the financial statements. I compared and reconciled the "Other Information" to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the City Council and management of the City of Mustang, Oklahoma and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Anne Marie Elfrink, MS, CPA

Anne Marie Elfrink, MS, CPA



OSCPA Peer Review Program
Administered in Oklahoma by the
Oklahoma Society of CPAs



AICPA Peer Review Program
Administered in Oklahoma and South Dakota by the
Oklahoma Society of CPAs

October 31, 2016

Anne Marie Elfrink, MS, CPA
3119 E 87th St
Tulsa, OK 74137

Dear Ms. Elfrink:

It is my pleasure to notify you that on October 27, 2016 the Oklahoma Society of CPAs Peer Review Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is **November 30, 2019**. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

David L. Eatmon, CPA
Peer Review Committee Chair

cc: Steven F. Cundiff, CPA, Reviewer

Firm Number: 5220629

Review Number: 464374

Letter ID: 1123066A

Steven F. Cundiff
Certified Public Accountant, Inc.
205 West Seventh, Suite 201-A, P.O. Box 187
Stillwater, Oklahoma 74076
(405) 372-4822 FAX (405) 372-4828

System Review Report

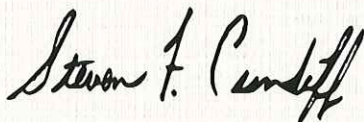
August 30, 2016

To Anne Marie Elfrink, MS, CPA
And the Peer Review Committee of the Oklahoma Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Anne Marie Elfrink, MS, CPA (the firm) in effect for the year ended May 31, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included audits performed under *Governmental Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Anne Marie Elfrink, MS, CPA in effect for the year ended May 31, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Anne Marie Elfrink, MS, CPA has received a peer review rating of *pass*.



Steven F. Cundiff, CPA, Inc.

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-2

2. MEETING DATE: December 6, 2016

3. TITLE: NUNC PRO TUNC
ORDINANCE NO. 1129-A

AN ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA AMENDING ORDINANCE NO. 1129 OF THE CITY OF MUSTANG, OKLAHOMA, TO CORRECT SCRIVENER'S ERRORS IN THE LEGAL DESCRIPTION OF CERTAIN PROPERTY LOCATED IN CANADIAN COUNTY, OKLAHOMA, THAT WAS REZONED BY ORDINANCE NO. 1129; DECLARING REPEALER; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

4. COUNCIL ACTION: Approval or Denial of Ordinance

5. INITIATOR: Community Development Department

6. PROJECT DESCRIPTION: On August 4th of 2015, the land described in this ordinance was rezoned from A-1 to R-1. There were no protests at the meeting. The map that was published in the newspaper was correct, but there were some scrivener's errors in the legal description. Some of the directional calls were switched. Attached is the submitted survey that contained the errors.

This was not discovered until a new owner attempted to purchase the property for development. This new prospective owner contacted the City of Mustang to point out the scrivener's errors.

The legal description in this ordinance has been corrected.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Staff recommends approval of this ordinance. The errors are clearly scrivener's errors in the ordinance, and the original advertised map for the rezoning hearing was correct. Letters were sent to the correct property owners within 300 feet.

9. STAFF SOURCE: Melissa Helsel, Community Development Director

10. CITY ATTORNEY'S COMMENTS:

11. RESOLUTION/ORDINANCE NO. _____

**NUNC PRO TUNC
ORDINANCE NO. 1129-A**

AN ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA
AMENDING ORDINANCE NO. 1129 OF THE CITY OF MUSTANG,
OKLAHOMA, TO CORRECT SCRIVENER'S ERRORS IN THE
LEGAL DESCRIPTION OF CERTAIN PROPERTY LOCATED IN
CANADIAN COUNTY, OKLAHOMA, THAT WAS REZONED BY
ORDINANCE NO. 1129; DECLARING REPEALER; PROVIDING FOR
SEVERABILITY; AND DECLARING AN EMERGENCY.

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

Section 1. In order to correct certain scrivener's errors in the legal description, Ordinance No. 1129 of the City of Mustang, Oklahoma, is hereby amended *nunc pro tunc* to include the following legal description of the property in the City of Mustang, Canadian County, State of Oklahoma that was rezoned by Ordinance No. 1129 from "A-1" General Agricultural and Oil and Gas District to "R-1" Single Family Residential District:

LEGAL DESCRIPTION OF COMPLETE PROPERTY FOR REZONING:

Part of the North Half of Northeast Quarter (N/2 NE/4) of Section Thirty (30), Township Eleven (11) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows:

COMMENCING at the NE corner of the NE/4 of Section 30;
thence S 88°29'49" W a distance of 698.587 feet to the POINT OF BEGINNING;
thence S 02°08'32" W a distance of 348.010 feet;
thence N 88°46'31" E a distance of 714.854 feet;
thence S 00°32'41" E a distance of 986.162 feet;
thence S 88°29'49" W a distance of 1256.120 feet;
thence N 00°32'39" W a distance of 1336.990 feet;
thence N 88°29'49" E a distance of 557.520 feet to POINT OF BEGINNING.

Said tract contains 1,432,477 Square Feet or 32.885 Acres more or less.

Section 2. REPEALER

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

Section 3. SEVERABILITY

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

Section 4. EMERGENCY

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

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

Mayor

ATTEST:

City Clerk

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

City Attorney

CITY OF MUSTANG

REC#: 01009317 6/12/2015 2:29 PM
 OPER: GE TERM: 003
 REF#: 1173

TRAN: 1.3155 DEED/PLATS/VARIANCES
 CRYSTAL SPRINGS
 RZ-6-11-15-1-30
 DEEDS/PLATS/SPLITS 175.00CR

TENDERED: 175.00 CHECK
 APPLIED: 175.00-

CITY OF MUSTANG

REC#: 01009317 6/12/2015 2:29 PM
 OPER: GE TERM: 003
 REF#: 1173

TRAN: 1.3155 DEED/PLATS/VARIANCES
 CRYSTAL SPRINGS
 RZ-6-11-15-1-30
 DEEDS/PLATS/SPLITS 175.00CR

TENDERED: 175.00 CHECK
 APPLIED: 175.00-

(Published in The Mustang News,
 Mustang, Okla., June 18, 2015.)

PUBLIC HEARING NOTICE OF THE MUSTANG PLANNING COMMISSION

On Tuesday, July 14, 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: A-1, General
 Agricultural and Oil and Gas
 District

REQUESTED ZONING:
 R-1, Single-Family District

APPLICATION BY:
 Chet Leonhardt

PROPERTY OWNER:
 Vicki L. Newby

GENERAL VICINITY OF
 PROPERTY: Southwest Corner of
 N. Clear Springs Road and
 W. S.W. 59th Street

LEGAL DESCRIPTION OF
 COMPLETE PROPERTY FOR
 REZONING:

Part of the North Half of
 Northeast Quarter (N/2 NE/4) of
 Section Thirty (30), Township
 Eleven (11) North, Range Five (5)
 West of the Indian Meridian,
 Canadian County, Oklahoma, more
 particularly described as follows:

COMMENCING at the NE corner
 of the NE/4 of Section 30;
 thence N 88°29'49" E a distance of
 698.587 feet to the POINT OF
 BEGINNING;

thence S 02°08'32"

W a distance of 348.010 feet;

thence N 88°46'31"

E a distance of 714.854 feet;

thence S 00°32'41"

E a distance of 986.162 feet;

thence N 88°29'49"

E a distance of 1256.120 feet;

thence S 00°32'39"

E a distance of 1336.990 feet;

thence N 88°29'49" E a distance of

557.520 feet to POINT OF

BEGINNING.

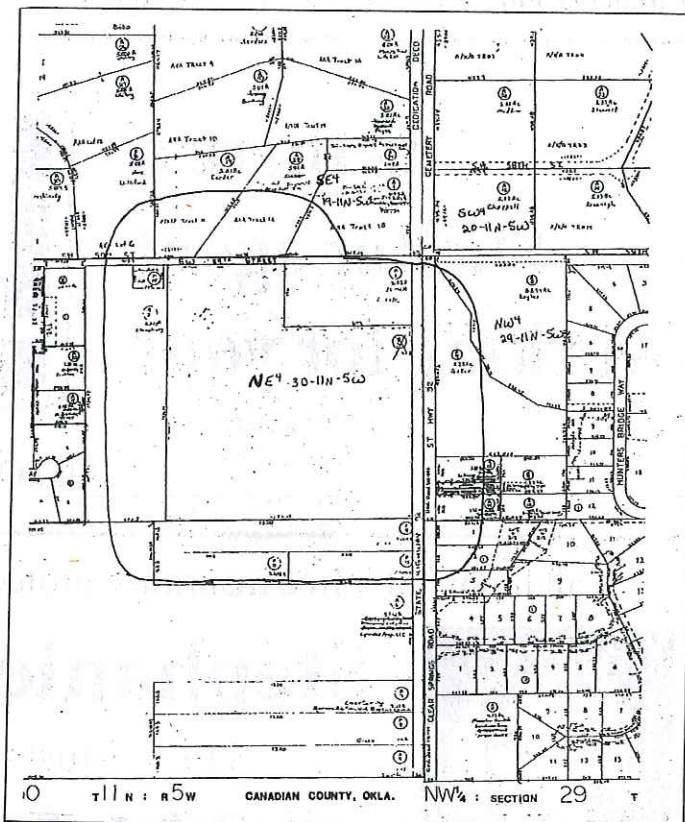
Said tract contains 1,432,477

Square Feet or 32.885 Acres more or
 less.

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

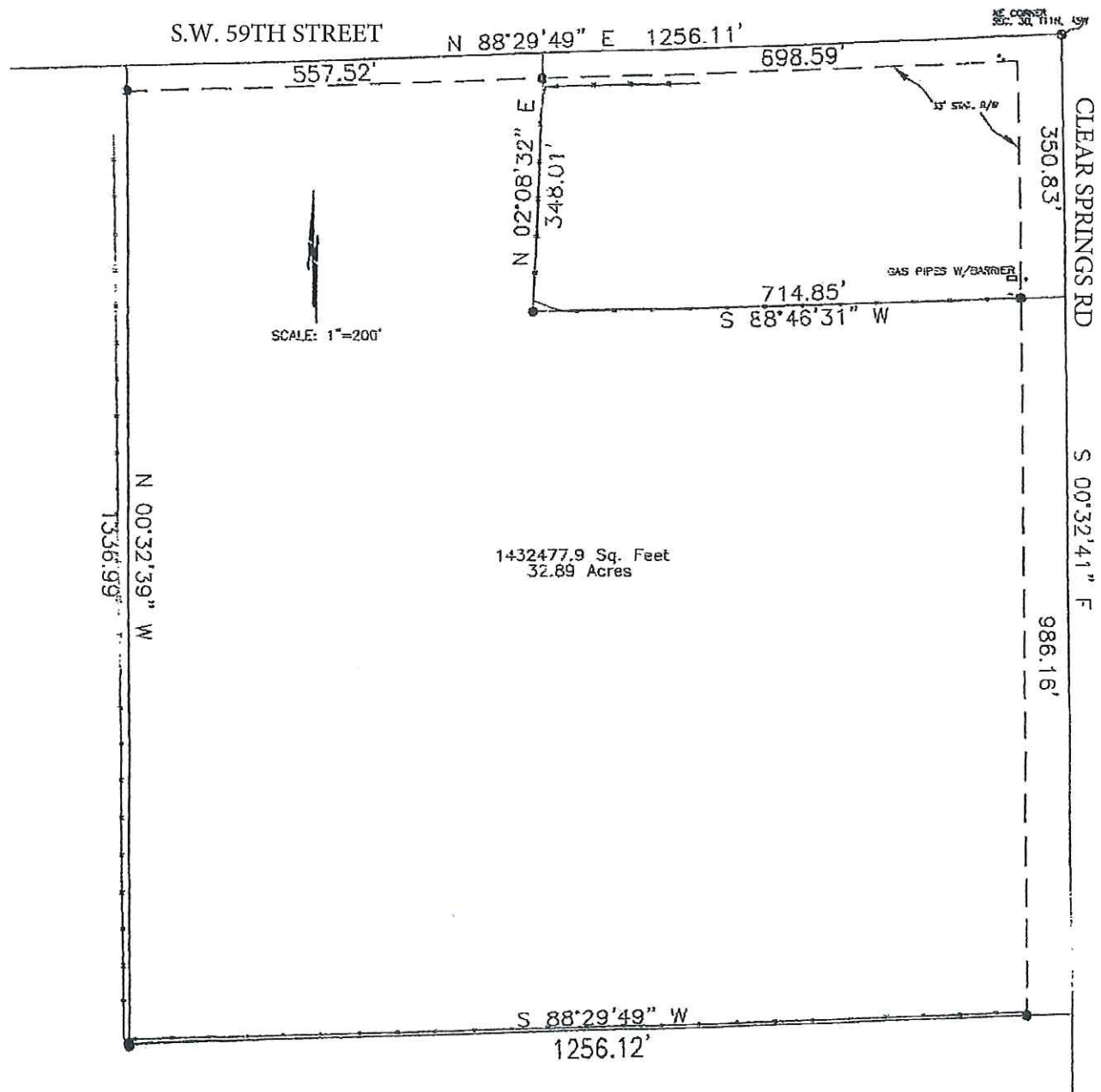
Please feel free to call the
 Community Development
 Department at 376-9873 between
 8:30 a.m. and 5:00 p.m. to make
 inquiries about the application.

Respectfully,
 Melissa Helsel, Community
 Development Director



PLAT OF SURVEY

PART OF THE N/2, NE/4, SEC. 30, T11N,
R5W, 1.M., CANADIAN COUNTY, OKLAHOMA



LEGEND

- — — — — FENCE
- ⊕ MARKER
- ⊕ VENT PIPE
- SET 3/8" IRON PIN
- ⊙ FOUND RAILROAD SPIKE

PLAT OF SURVEY TO SERVE		
JACOB TEEHEE S&H-3889		
This Plat of Survey meets the minimum standards established by the Oklahoma State Board of Surveyors and Chapter 245B-1-1-3 of the rules of the Board of Licensure for Professional Engineers and Land Surveyors.		
BASIS OF BEARING GRID NORTH		
LAST SITE VISIT: 3/3/2015		
STAFF & THEORY SURVEYING, INC. PHONE (405) 741-1675 9001 S. BERRYMAN RD. FAX (405) 741-1657 OKLA. CITY, OKLAHOMA 73120		
DATE: 3-6-2015	SCALE: 1"=200'	SHEET NO.
DRAWN BY: JTO	SURVEYOR: WILL E. HENRY L.S. #333	1 of 2

Discussion was held if there were any other complaints other than that presented earlier by Mr. Gatliff with **Helsel** stating no, and that no one appeared before Planning Commission to argue against it. She stated when a complaint is received in one of the other districts, the Code Enforcement Officer gives a warning and does not ticket the property owner immediately.

Other discussion was held concerning whether or not Code Enforcement worked on weekends with it being stated not normally.

Councilman Grider stated he was in favor of the amendment, but would like for the property owners to be notified of the change.

MOTION was made by **Councilman Riley**, seconded by **Councilman Grider**, to Approve Ordinance No. 1128, Amending Chapter 122, Section 122-844(3) Relating to Storage and Parking of Automobiles in Residential Districts by Amending the Existing Language to Include the R-E Zoning District within its Coverage; Declaring a Repealer; Providing for Severability.

AYE: Riley, Grider, Schweinberg

NAY: Staples, Hagan

The motion failed.

2. **Public Hearing, Discussion, Consideration and Possible Action** regarding Approval of Ordinance No. 1129, Amending the Zoning Ordinance of the City of Mustang, Oklahoma, as Amended, to Change Certain Property Located in Canadian County, Oklahoma, from "A-1" General Agricultural and Oil and Gas District to "R-1" Single Family Residential District and, Declaring a Repealer; Providing for Severability; and Declaring an Emergency.

Community Development Director Helsel stated the applicant, Chet Leonhardt, was requesting a zoning change from A-1 General Agricultural to R-1 Single Family Residential stating the property was located on the Southwest Corner of N. Clear Springs Road and SW 59th Street. She stated it contains approximately 31.84 acres and stated the intention of the applicant was to build a single family residential subdivision which would contain approximately 126 lots. She stated a draft layout was provided in the agenda packet, but could change a little.

Helsel stated the general character of the area is low density residential and does conform to the comprehensive long range plan. She stated the developer would be required to conform to all regulations for that district and would install public water, sewer, paving and drainage facilities to serve each home. **Helsel** stated because of the Hunters Spring development, the developer for this property would be able to tap into that infrastructure. She stated the Planning Commission voted 4:0 to recommend approval and Staff also recommends approval. She stated one person spoke at Planning Commission who requested the City do a thorough review of the drainage plans as he was concerned about flooding, but did not speak against the rezoning.

Vice Mayor Schweinberg opened the matter for Public Hearing.

There were no requests to speak.

MOTION was made by **Councilman Grider**, seconded by **Councilman Riley**, to close the Public Hearing.

AYE: Riley, Staples, Grider, Hagan, Schweinberg

NAY: None

MOTION was made by **Councilwoman Hagan**, seconded by **Councilman Riley**, to Approve Ordinance No. 1129, Amending the Zoning Ordinance of the City of Mustang, Oklahoma, as Amended, to Change Certain Property Located in Canadian County, Oklahoma, from "A-1" General Agricultural and Oil and Gas District to "R-1" Single Family Residential District and, Declaring a Repealer; Providing for Severability.

AYE: Riley, Staples, Grider, Hagan, Schweinberg

NAY: None

Vote was not taken to Declare an Emergency due to insufficient number of Councilmembers present.

3. **Discussion, Consideration and Possible Action** on proposed Cable Franchise Extension Agreement between the City of Mustang and CoxCom, Inc., extending the current franchise through November 17, 2015.

City Attorney Miller stated as discussed in Work Session, an extension is being requested by both parties in order to provide more time to complete negotiations and finalize the contract.

CITY OF MUSTANG

AGENDA ITEM COMMENTARY

1. ITEM NO. H-3

2. MEETING DATE: December 6, 2016

3. TITLE: An Ordinance of the City Of Mustang, Oklahoma, Amending Chapter 90, of the Code of Ordinances of the City Of Mustang, Oklahoma, by Adding Section 90-6, Partially Vacating a Portion of West Rancho Drive as Dedicated to the City of Mustang and Reflected on the Plat of Rancho Addition, an Addition to the City of Mustang, Canadian County, Oklahoma, According to the Recorded Plat Thereof, as More Particularly Described Herein; Declaring Repealer; And Providing for Severability.

4. COUNCIL ACTION: Approval or Denial of Ordinance

5. INITIATOR: Community Development Department

6. PROJECT DESCRIPTION: Applicant Jeffery Don Lindsay has submitted a request to the City Council to have the right-of-way easement for the west 15 feet of W. Rancho Drive vacated, and given to the property owners on the south and north sides of the street.

The stated purpose for the vacation is "to preserve the peace and harmony of Rancho Estates and to provide the continuance of the utility easement."

Recently, the owner of the property at 302 S. Owen Drive applied for, and was granted, an application to place a gate along their rear property line as an access point to W. Rancho Drive. This vacation action would restrict her access to W. Rancho Drive.

Several utility companies have lines in this area. Oklahoma Natural Gas submitted a letter of objection to the easement vacation. CK Energy (formerly Caddo Electric) called to voice concerns about the vacation.

7. FINANCIAL IMPACT: None

8. STAFF COMMENTS: Staff does not recommend approval of this ordinance. Staff does not see that this benefits the City of Mustang to release this right-of-way. Staff does not see a direct correlation between the stated purpose of the request and the best interests of the city. Additionally, ONG has submitted a letter of objection.

9. STAFF SOURCE: Melissa Helsel, Community Development Director

10. CITY ATTORNEY'S COMMENTS:

11. RESOLUTION/ORDINANCE NO. 1141

ORDINANCE NO. 1141

AN ORDINANCE OF THE CITY OF MUSTANG, OKLAHOMA, AMENDING CHAPTER 90, OF THE CODE OF ORDINANCES OF THE CITY OF MUSTANG, OKLAHOMA, BY ADDING SECTION 90-6, PARTIALLY VACATING A PORTION OF WEST RANCHO DRIVE AS DEDICATED TO THE CITY OF MUSTANG AND REFLECTED ON THE PLAT OF RANCHO ADDITION, AN ADDITION TO THE CITY OF MUSTANG, CANADIAN COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, AS MORE PARTICULARLY DESCRIBED BELOW; DECLARING REPEALER; AND PROVIDING FOR SEVERABILITY.

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

SECTION 1. AMENDMENT

That Chapter 90 of the Code of Ordinances of the City of Mustang, Oklahoma, be and hereby is amended by adding Section 90-6 to read as follows:

Section 90-6. Vacation of Easement for the West Fifteen (15) Feet of Rancho Drive within Rancho Addition, an addition to the City of Mustang, Canadian County, Oklahoma, according to the recorded plat thereof.

- A. The Final Plat for Rancho Addition, an addition to the City of Mustang, was recorded with the County Clerk of Canadian County, State of Oklahoma (hereinafter, the "Plat").
- B. Pursuant to ordinances of the City of Mustang, and by operation of law, the Plat dedicated to the City of Mustang, and the City of Mustang accepted the public dedication of, *inter alia*, West Rancho Drive, a street running east and west along the north boundary of Rancho Addition, which street exits onto Czech Hall Road on the east and dead ends on the west at the property line of Rancho Addition.
- C. The owner of Lot 1, Block 4, Rancho Addition, requests that the City of Mustang vacate the West Fifteen (15) Feet of West Rancho Drive. The purpose of this request is to allow the owner of Lot 1, Block 4, Rancho Addition, to erect a permanent fence at the west end of Rancho Drive in order to prevent the owner of property abutting Rancho Drive on the west from using Rancho Drive to access such property.
- D. The West Fifteen (15) Feet of West Rancho Drive currently dead ends at and is currently paved to the west boundary line of Rancho Addition. There are no City utilities located in the West Fifteen (15) Feet of West Rancho Drive. The City has no present intention to use the West Fifteen (15) Feet of West Rancho Drive as a through street. The City of Mustang believes it to be necessary and expedient to, and hereby does, vacate the easement for the West Fifteen (15) Feet of West Rancho Drive.
- E. At least 30 days prior notice has been given by the City Clerk to holders of franchises or others determined by the City Council to have a special right or privilege to use the public way or easement, and to all owners of record, as shown by the current year's tax rolls in the office of the county treasurer, abutting the public way or easement, and to owners of record of property within 300 feet of the subject property.

- F. The City of Mustang reserves the absolute right to reopen the West Fifteen (15) Feet of West Rancho Drive without expense to the City, and this ordinance shall not affect the right to maintain, repair, reconstruct, operate or remove utilities, public service corporations, franchise holders, or transmission company facilities or services therein, nor shall such closing affect private ways existing by operation of law.
- G. This ordinance shall go into effect thirty (30) days after its passage.

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.

PASSED AND APPROVED this _____ day of December, 2016.

Mayor

ATTEST:

City Clerk

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

City Attorney

302 S. Owen
Drive

Proposed Area for
Vacation

Tidwell
Property

Lindsay
Property

© 2016 Google

Google Earth





**Oklahoma
Natural Gas™**

A Division of ONE Gas

www.oklahomanaturalgas.com

PO Box 401 | Oklahoma City, OK 73101-0401

November 11, 2016

Melissa Helsel, AICP
Director, Community Development
Office of the City Planner
1501 North Mustang Road
Mustang, OK

RE: West 15 feet of West Rancho Drive Mustang, Oklahoma

Dear Melissa Helsel:

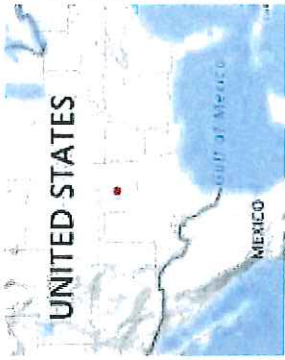
Oklahoma Natural Gas Company **does have** facilities [2" PE 525-15-19 (79)] In the above mentioned location is in a part of the NE/4 Section 32, Township 11 North, and Range 5 West of the Indian Meridian.

Oklahoma Natural Gas Company, a division of ONE Gas, Inc., **does object** to the proposed easement to be vacated in the West 15 of West Rancho Drive. (map attached)

Sincerely,


ONE Gas Real Estate Services

HB/A. P. 44 OKC



274.1

137.07	274.1 Feet
--------	------------

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

DISCLAIMER: This document and information herein is a visual representation and approximation of ONE Gas facilities and is subject to revision at any time without notice. It is an informational tool and is not guaranteed, warranted, or represented to be to scale, complete, accurate, or depicting depth. ONE Gas disclaims any and all liability for same. Call 811 by dialling 811 prior to and excavation

Legend



Service Area

Data Error Reports

Submitted X

Completed

X
Reviewed and Rejected

 Pinch Point

Pipe Line Marker

In Active Well Head

Placard

 Marker Ball

Cast Iron Sample

Exceptionally Deep Main

CP Bond Junction

CP Cable

Bond Wire

Rectifier Cable

CP Ground Bed

CP Rectifier

CP Anode

CP Test Station

CP System | abel
CP Test Station

Controllable Eitina

Controllable Filling

3-Way Tee

2 Tanning Test

11 Tapping Tee

Meter Setting

Notes

West 15 feet of Rancho Drive

APPLICATION FOR CLOSING PUBLIC WAYS

This application is to be accompanied by a \$75.00 fee and supporting lists and documentation as defined in Section 102-1 (1 thru 6) of the Mustang Municipal Code.

Name of Applicant: Jeffery Don Lindsay

Address: 1250 W Rancho Dr Mustang OK 73064

Phone: 405 203 5389

Name of Property Owner: Jeffery Don Lindsay

Address: 1250 W Rancho Dr Mustang OK 73064

Phone: 405 203 5389

The undersigned do hereby respectfully make application and petition to the Mustang City Council to close a public way.

The address and legal description of the requested closing are as follows:

Address: _____

Legal Description: The Western Most 15 feet of
Rancho Dr, in Rancho Addition, an addition
to Canadian County, Oklahoma. According
to The Recorded Plat there of.

Reason for the Request: To Preserve the Peace and Harmony
of Rancho Estates and to provide the continuation
of the Utility easement

[Signature]
Signature of Applicant

9-9-16
Date

[Signature]
Signature of Property Owner

9-9-16
Date

Shawn Tidwell
Property owner
10/28/16
Date

The City of Mustang, Oklahoma

PERMANENT EASEMENT

KNOW ALL MEN BY THESE PRESENTS that _____ for and in consideration of One Dollar and other good and valuable considerations, receipt of which is hereby acknowledged, do (es) hereby grant and convey unto THE CITY OF MUSTANG, OKLAHOMA, a municipal corporation, a permanent easement over the following described property situated in Canadian, County, Oklahoma, to wit:

From A point at Begining Being Approx. The Center and Western Most edge of Rancho Drive / Then Approx 10' East / Then Approx 30 feet south / Then Approx 10 feet west / Then Approx 30 Feet North Back to the point of Begining

For the use of THE CITY OF MUSTANG, OKLAHOMA, and TRUSTS of which THE CITY OF MUSTANG, OKLAHOMA is sole beneficiary; for the exclusive purpose of construction, maintaining, and operating a Utility Easement and appurtenances thereto, over, through and upon the same. Should the grantee abandon the permanent easement and right-of-way for the purposes above stated, then the said easement shall revert to the grantor, its successors and/or assigns.

Dated this _____ day of _____, 20 ____.

BY: _____

STATE OF OKLAHOMA)

) 49 O. S. (1985) Sec. 119 (IND./CORP. ACK.)

COUNTY OF CANADIAN)

This instrument was acknowledged before me on this _____ day of _____, 20 ____, by _____ of _____.

_____. My Commission expires _____

NOTARY PUBLIC

APPROVED as to form

Municipal Counselor

ACCEPTED by the Council of THE CITY OF MUSTANG, OKLAHOMA

this _____ day of _____, 20 ____.

City Clerk

PUBLIC HEARING NOTICE OF THE MUSTANG CITY COUNCIL

On Tuesday, December 6, 2016, beginning at 7:00 p.m. in the Council Chambers at Mustang City Hall located at 1501 N. Mustang Road, a Public Hearing will be conducted on the following:

APPROVAL OF ORDINANCE TO VACATE PUBLIC EASEMENT

LOCATION: West 15 Feet of W. Rancho Drive
APPLICATION BY: Jeffery Don Lindsay
PROPERTY OWNER: Jeffery Don Lindsay, Shawn and Wrenda Tidwell

ADDRESS OF PROPERTY: West 15 Feet of W. Rancho Drive

LEGAL DESCRIPTION OF EASEMENT TO BE VACATED:

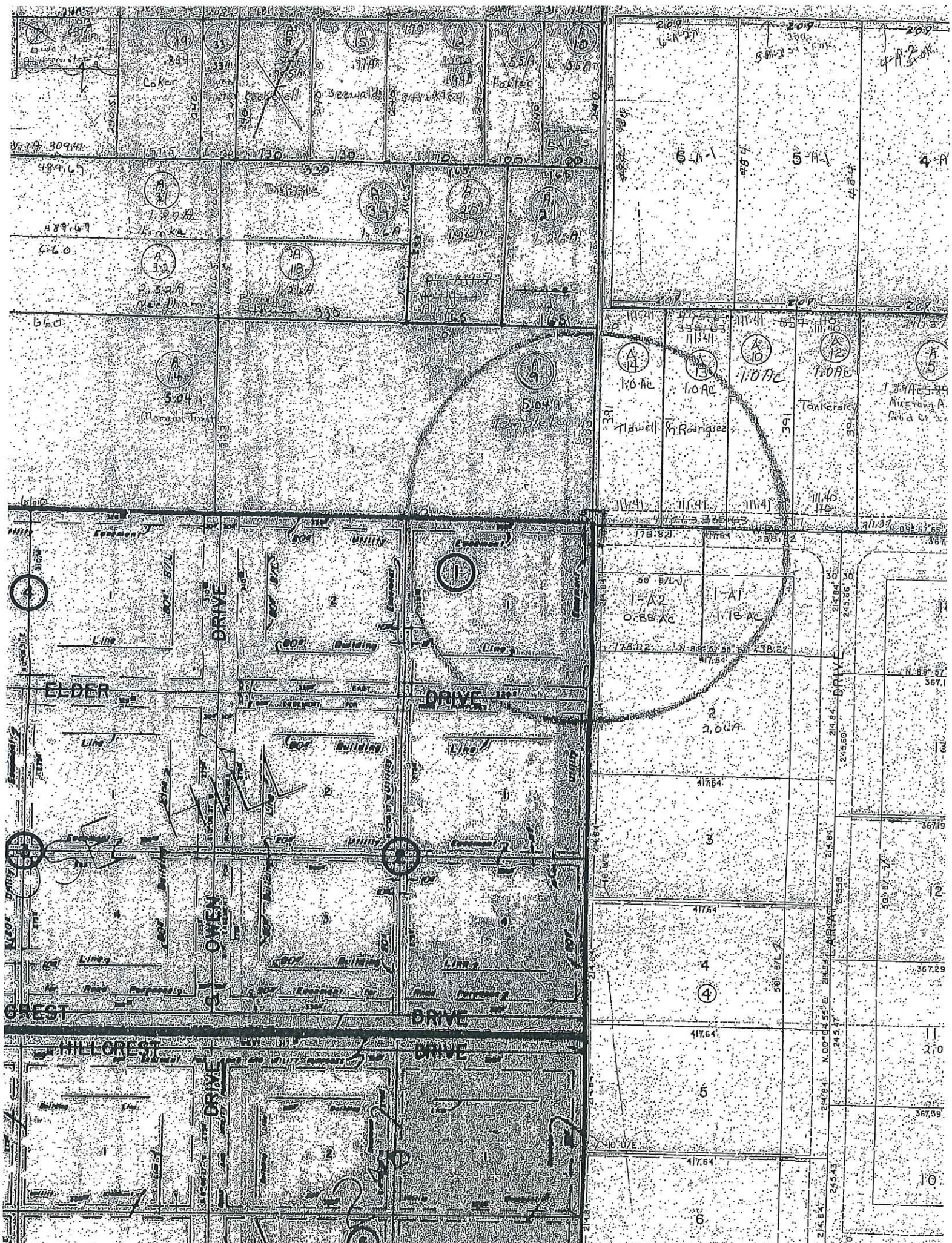
the West Fifteen (15) Feet of Rancho Drive within Rancho Addition, an addition to the City of Mustang, Canadian County, Oklahoma, according to the recorded plat thereof.

As an interested property owner or franchise holder, your comments are invited at the public hearing for or against the request. You may file a written petition or offer oral argument and evidence for or against granting the request. Please feel free to call the Community Development Department at 376-9873 between 8:30 a.m. and 5:00 p.m. to make inquiries about the application.

“The City of Mustang encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodation. The City may waive the 48 hours rule if signing is not the necessary accommodation.”

Sincerely,

Melissa Helsel, AICP
Director, Community Development



ABTRACTOR'S SPECIAL CERTIFICATE

STATE OF OKLAHOMA)
) ss.
COUNTY OF CANADIAN)

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

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

THE WEST 15' OF RANCHO DRIVE, CANADIAN COUNTY, OKLAHOMA

OWNER OF RECORD:

That the addresses that are listed have been taken from the Treasurer's records of Canadian County, Oklahoma.

GRANTEE & ADDRESS & LEGAL DESCRIPTION:

JEFFERY DON LINDSAY
1250 W RANCHO, MUSTANG OK 73064
LOT 1-A2 BOCK 4 RANCHO

AMANDA HAINES
401 S LARIAT DR, MUSTANG OK 73064
LOT 1-A1 BLOCK 4 RANCHO

ROBERT & NANCY MOSSMAN TRUSTEES
415 S LARIAT DR, MUSTANG OK 73064
LOT 2 BLOCK 4 RANCHO

JEFFREY KELLEY
1319 W ROSE HILL DR, MUSTANG OK 73064
LOT 1 BLOCK 1 ROSE HILL

RICHARD & RHYSSA RILEY
1320 W ROSE HILL DR, MUSTANG OK 73064
LOT 1 BLOCK 2 ROSE HILL

RICHARD & RHYSSA RILEY
1320 W ROSE HILL DR, MUSTANG OK 73064
LOT 1 BLOCK 2 ROSE HILL

DEBRA TEMPLETON
302 S OWEN RD, MUSTANG OK 73064
NW/4 32-11N-5W A#9

SHAWN & WRENDA TIDWELL
1255 W RANCHO, MUSTANG OK 73064
NE/4 32-11N-5W A#14

JIMMY & KATRINA RODRIGUEZ
1247 W RANCHO DR, MUSTANG OK 73064
NE/4 32-11N-5W A#13

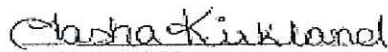
BRANDEN & LINDSAY MCDANIEL
1239 W RANCHO DR, MUSTANG OK 73064

NE/4 32-11N-5W A#10

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: September 26, 2016 at 7:30 AM

OLD REPUBLIC TITLE COMPANY OF OKLAHOMA
Bonded Abstractor


Authorized Signatory

Tasha Kirkland, License #2067

COMPLETED: September 30, 2016

Order No. 16190366

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 **11/15/16** MIA Minutes
- *2. Claims List for **FY'17**
- *3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
- *4. Approval of **Schedule of Meetings** for City Council, Boards and Commissions, and **Holidays** for the City of Mustang/MIA for the Year 2017.

E. INFORMATION/REPORTS

- 1. Trustee Manager
- 2. Trustees

F. DISCUSSION ITEMS

- *1. **Discussion, Consideration and Possible Action** regarding Acceptance of the Comprehensive Annual Financial Report and Report on Internal Control and Compliance with Government Auditing Standards for Fiscal Year ending June 30, 2016.

G. ADJOURNMENT

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

**MUSTANG IMPROVEMENT AUTHORITY
NOVEMBER 15, 2016**

The Mustang Improvement Authority met in regular session on Tuesday, November 15, 2016, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted on the Bulletin Board outside the Mustang Municipal Building on Thursday, November 10, 2016, at 12:20 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Vice Chairman Schweinberg called the meeting to order at **7:04 p.m.**

B. ROLL CALL

Trustees Present: Riley
Leete
Grider
Hagan
Schweinberg

Trustees Absent: Jones
Adams

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **11/15/16** MIA Minutes
- *2. Claims List for **FY'17**

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

AYE: Riley, Leete, Grider, Hagan, Schweinberg

NAY: None

E. INFORMATION/REPORTS

1. **Trustee Manager**

None

2. **Trustees**

None.

MIA
NOVEMBER 15, 2016
PAGE 2

F. DISCUSSION ITEMS

None.

G. ADJOURNMENT

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

AYE: Riley, Leete, Grider, Hagan, Schweinberg,

NAY: None

Meeting was adjourned at **7:05 p.m.**

Jess Schweinberg, Vice Chairman

Attest:

Lisa Martin, Secretary

FUND: 68 - IMPROVEMENT AUTHORITY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 68 GENERAL GOVERNMENT						
17-0015	01-B0024	BANCFIRST	2009 OWRB NOTES PAYABLE	12/2016	201611294269	21,939.67
17-0026	01-B0024	BANCFIRST	2013 BOND PAYMENT	12/2016	201611294268	94,156.18
17-0928	01-C0006	COMPUTER SUPPLIES & SERVICE	UTILITY BILLS, NOTICES, E	11/2016	24268	2,257.93
17-0462	01-C0108	COWAN GROUP ENGINEERING, L	ENGINEERING SERVICES	11/2016	2725	6,342.50
17-0017	01-E0043	EMSA	AMBULANCE ASSESSMENT	12/2016	201611294278	38,834.00
17-0674	01-E1106	EST ENGINEERING	ENGINEERING SERVICES	11/2016	38294	5,012.00
17-0056	01-I0015	TYLER TECHNOLOGIES, INC	ANNUAL MAINTENANCE FEES	12/2016	025-174140	6,376.25
17-0019	01-M0210	MUSTANG IMPROVEMENT	TRANSFER TO MIA RESERVE	12/2016	201611294273	30,073.50
17-0858	01-R0078	RED PRAIRIE DESIGN GROUP,	PARCHITECTURAL SERVICES	11/2016	201611304292	3,200.00
17-0018	01-R0090	RISK MANAGEMENT FUND	WORKERS COMP FEES	12/2016	201611294274	6,250.00
DEPARTMENT TOTAL:						214,442.03
DEPARTMENT: 72 WATER						
17-0016	01-C0083	CENTRAL OKLAHOMA WATER RESO	ANNUAL MEMBERSHIP DUES	12/2016	2016-2017A	16,935.00
17-0390	01-C0108	COWAN GROUP ENGINEERING, L	LOCKWELL GROUND STORAGE T	11/2016	2666	15,516.30
17-0462	01-C0108	COWAN GROUP ENGINEERING, L	ENGINEERING SERVICES	11/2016	2725	738.50
17-0603	01-S0267	SHAWNEE MISSION TREE SERVIC	RAW WATER TRANS. LINE	11/2016	1	551,757.15
DEPARTMENT TOTAL:						584,946.95
DEPARTMENT: 75 SEWER						
17-0462	01-C0108	COWAN GROUP ENGINEERING, L	ENGINEERING SERVICES	11/2016	2725	4,866.00
17-0839	01-C0108	COWAN GROUP ENGINEERING, L	WWTP EXPANSION & MODIFICA	11/2016	2667	4,570.00
17-0981	01-O0055	OG&E COMPANY	ELECTRIC SERVICE	11/2016	201611294284	54.79
DEPARTMENT TOTAL:						9,490.79
DEPARTMENT: 78 SANITATION						
17-0076	01-O0121	O.E.M.A.	MONTHLY SANITATION	11/2016	66811	83,323.07
DEPARTMENT TOTAL:						83,323.07
FUND TOTAL:						892,202.84
GRAND TOTAL:						1,176,030.72