



Mustang City Council

**MUSTANG MUNICIPAL BUILDING
1501 N. MUSTANG ROAD
MUSTANG, OKLAHOMA 73064**

Mustang City Council

MUSTANG CITY COUNCIL

Tuesday, December 05, 2023 - 7:00 PM

MUSTANG MUNICIPAL BUILDING

1501 N. MUSTANG ROAD

MUSTANG, OKLAHOMA 73064

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE/INVOCATION**
Jim Harris, Pastor, Clear Springs Church
- C. **ROLL CALL**
- D. **INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES**
- E. **NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA**

Official action can be taken on items that appear on the agenda or are brought up as new business. In reviewing and responding to any agenda item, the Council may, in whole or in part, adopt, approve, conditionally approve, ratify, deny, defer, amend, strike or continue any agenda item. When more information is needed to act on an item, Council may refer the matter to the City Manager, to the Municipal Counselor, or to a board or commission for additional study. Items may be deferred or continued indefinitely or to a specific date or stricken from the agenda entirely.

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. In reviewing and responding to any agenda item, the Council may, in whole or in part, adopt, approve, conditionally approve, ratify, deny, defer, amend, strike or continue any item.

F.1 Approval of 11/07/2023 City Council Minutes.

F.2 Approval of 11/30/2023 City Council Special Meeting Minutes.

F.3 *Claims List for FY 2024.

F.4 Approval to Turn Past Due Library Accounts over to Collection Agency.

F.5 Approval of Resolution No. 24-021 making Changes in the Library Fund Budget by Making a Supplemental Appropriation to Increase the 2023-2024 Fiscal Year Budget by \$2,147.

F.6 Approval of Resolution No. 24-022 Accepting an In-Kind Donation for a Commercial Playground System.

F.7 Approval of Resolution No. 24-023, a Resolution of the City Council of the City of Mustang, Oklahoma, Amending Resolution No. 24-001; Adding to the Minimum Fine Schedule for Violations of the City of Mustang Code of Ordinances; Providing for an Effective Date; and Providing for Repealer.

F.8 Approval of Interlocal Cooperation Agreement for Municipal Court Jurisdiction Concerning Juveniles between the Oklahoma District Court serving Canadian County, otherwise known as Judicial District 26, District Court of Canadian County, and the Municipal Court of the City of Mustang.

F.9 *Acceptance of Sanitary Sewer Bonds for Project at Clear Springs Rd. and State Highway 152 to Serve Yall's Paw Place.

G. INFORMATION/REPORTS

G.1 City Manager Report

G.2 City Council Reports

H. DISCUSSION ITEMS

The following numbered items listed for consideration are included for discussion and action by the City Council. In reviewing and responding to any agenda item, the Council may, in whole or in part, adopt, approve, conditionally approve, ratify, deny, defer, amend, strike or continue any item.

H.1 Consideration of Preliminary Plat Application, PP-12-21-22-1-25, The Vineyard Phase 1 , STK Developments LLC, SE corner of E SW 59th St and N Morgan Rd, 84.41 Acres – 208 Single-Family Lots.

I. MATTERS FOR EXECUTIVE SESSION

- I.1** Consideration of In re the Expungement of the Criminal Records of Steven Coy Bruno, Case No. CV-2021-415, Canadian County District Court, State of Oklahoma; and, proposed Executive Session as authorized by 25 Okla. Stat. 307(B)(4).

J. ADJOURNMENT

Note:

***Items considered concurrently on the MIA Agenda.**



Agenda Item No: F.1

Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Lisa Martin

Submitting Department: City Clerk

Item Type: Minutes

Agenda Section: CONSENT AGENDA

Subject Title:

Approval of 11/07/2023 City Council Minutes.

Recommendation:

Approve

Initiator:

Lisa Martin

Background:

Minutes from the November 7, 2023, City Council meeting.

Financial Impact:

Staff Comments:

Attachments:

[11.07.2023 City Council Minutes.pdf](#)

**MUSTANG CITY COUNCIL
NOVEMBER 7, 2023**

The Mustang City Council met in regular session on Tuesday, November 7, 2023, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted as required on Friday, November 3, 2023, at 9:25 a.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE/INVOCATION Steve Rose, Chaplain, Police and Fire Departments.

Chaplain Rose led the assembly in the Pledge and Invocation.

C. ROLL CALL

Councilmembers Present: Ray
Wald
Waugh
Sholund
Grider

Councilmembers Absent: Leete
McKenzie

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

None.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

City Manager Rooney stated Item F.9 is removed from the Consent Agenda.

F. CONSENT AGENDA

- F.1 Approval of 10/10/2023 City Council Minutes.
- F.2 *Claims List for FY2024.
- F.3 Approval to Turn Past Due Library Accounts over to Collection Agency.
- F.4 Approval of Resolution No. 24-017, a Resolution of the City Council of the City of Mustang calling for a Municipal Election for the City of Mustang, Oklahoma, pursuant to Article 6 of the Charter of the City of Mustang, Oklahoma and providing for Dates for Elections and Filing Periods; Providing for Qualifications; and Providing for the Election to be Conducted by the Canadian County Election Board.

- F.5 Approval of Resolution No. 24-018 making Changes in the Flex Spending fund Budget by Making a Supplemental Appropriation to Increase the 2023-2024 Fiscal Year Budget by \$50,000.
- F.6 Approval of Resolution No. 24-019 making Changes in the General Fund Budget by Making a Supplemental Appropriation to Increase the 2023-2024 Fiscal Year Budget by \$19,378.
- F.7 Approval of Retirement from OMRF for Kelly Gitchel, Police Records Clerk, retiring December 28, 2023 after thirty and a half years of service to the City of Mustang.
- F.8 *Acceptance of Maintenance Bonds for Water, Sanitary Sewer and Paving/Drainage Infrastructure in Hunter's Hill 5 Addition.
- F.9 *Acceptance of Sanitary Sewer Bonds for Project at Clear Springs Rd. and State Highway 152 to Serve Yall's Paw Place.
- F.10 *Approval of Schedule of Meetings for City Council, Boards and Commissions, and Holidays for the City of Mustang / MIA for the Year 2024.

MOTION was made by **Councilman Sholund**, seconded by **Councilman Waugh**, to Approve the Consent Agenda Items F.1 thru F.8 and Item F.10.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

G. INFORMATION/REPORTS

G.1 City Manager Report

City Manager Rooney did not have anything to report in addition to the City Manager's Report available online.

G.2 Recognition of Officer Jeremy Collinson for Promotion to Rank of Sergeant.

Police Chief Groseclose promoted Officer Jeremy Collinson to Sergeant with Sergeant Collinson's wife, Kodi Collinson, pinning his new bars on him.

G.3 Recognition of City Employee Veterans.

City Manager Rooney recognized City employees and Councilmembers who are Veterans and thanked them for their service to our country and presented them with a flag that was flown over the US Capitol on September 11, 2023.

Mustang American Legion Post 353's Commander Carrington presented Certificates of Appreciation to the City of Mustang for the refurbishing of the F-86 display at Wildhorse Park Veterans Plaza.

G.2 City Council

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

Vice Mayor Ray stated he was blessed to be able to serve on Council stating he loves Mustang and this group of people.

Councilman Wald stated he had a couple of phone calls stating the City Manager had taken care of them.

Councilman Waugh thanked *Assistant City Manager Battles* and *Project and Stormwater Manager Russell* as well as County Commissioner Anderson for meeting with a widow in his ward regarding a flooding problem on her property.

Councilman Sholund thanked *City Manager Rooney* for the flag stating it was the best gift he has received as a Veteran stating 9/11 was when he made the decision to serve. He also thanked *Rooney* and *City Attorney Miller* for assisting a citizen with a problem.

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

H. DISCUSSION ITEMS

- H.1 Public Hearing and Consideration of Specific Use Permit Application SUP-7-27-23-1-28, 435 W State Highway 152, Decisive Investments, LLC, in the C-3 Commercial General District, Requesting a Specific Use Permit for an Auto Repair Shop.

Senior City Planner Conner stated this item was tabled from the October 10, 2023 City Council meeting and provided background information regarding the property and the applicant's plans for the property. He provided a list of conditions from the October meeting that City Council can place on the Special Use Permit if desired stating other conditions could also be added.

Mayor Grider opened the Public Hearing.

Michael Darnen, applicant, addressed questions from the Council regarding the removal of the current kiosk and parking stating there would be 12-20 spots for parking with the rest of the lot used for the car wash.

Mayor Grider closed the Public Hearing.

MOTION was made by **Councilman Waugh**, seconded by **Vice Mayor Ray**, to Approve the Specific Use Permit Application with the Conditions as stated on the SUP License and Site Plan (attached to these minutes).

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

- H.2 Public Hearing and Consideration of Specific Use Permit Application SUP-9-01-23-1.25, 1707 E State Highway 152, Phoenix Doan, in the C-3 Commercial General District, Requesting a Specific Use Permit for a Medical Marijuana Retailer.

Senior City Planner Conner provided descriptive information of the property and surrounding properties stating this property had been occupied by a different medical marijuana retailer in the past; however, this was prior to the change in City Code which now requires all medical marijuana retailer applications to acquire a Specific Use Permit in order to operate. He stated a child care center is located directly across State Highway 152 from the property as well as a church being located west across N Morgan Rd from the property. He stated the City's Code is in line with the State's Code in which daycares and churches are not considered one of the uses in which the 1,000 ft setback separation can be applied and stated a daycare or child care center is not considered a preschool per OMMA rules and regulations.

Conner stated Planning Commission voted 4:1 to approve the SUP with the conditions of odor filtration, hours of operation, and signage. He stated the City received two letters of opposition from the property owners within the 300 foot list including the owner of the child care center and the owner of the vacant commercial land to the east.

Discussion was held regarding the restriction of hours on this retailer when other retailers do not have the same restrictions.

Mayor Grider opened the Public Hearing.

Mr. Phoenix Doan, applicant, addressed questions from the Council regarding the restriction of hours with Mr. Doan stating he was agreeable to them, as well as discussion regarding a stay on new permits by the State of Oklahoma with Mr. Doan stating if a retailer had a license before, they were allowed to still operate.

Mayor Grider closed the Public Hearing.

Councilman Sholund stated he was good with the restriction of hours since the applicant was good with them.

Councilman Wald stated he spoke with *City Attorney Miller* regarding a Senate Bill regarding schools and churches stating it only pertains to growers and not dispensaries.

MOTION was made by **Councilman Sholund**, seconded by **Councilman Wald**, to Approve the Specific Use Permit Application with the conditions stipulated by the Planning Commission (attached to these minutes).

AYE: Ray, Wald, Sholund
NAY: Grider
ABSTAIN: Waugh

- H.3 Consideration of Resolution No.24-020, a Resolution of the City Council of the City of Mustang, Oklahoma, authorizing the City of Mustang to contract with the Oklahoma Tax Commission to utilize the Warrant Intercept Program to aid in the collection of unpaid penalties, costs, fines and fees in cases in Municipal Court, including the collection fee authorized by State law and City Ordinance; Providing an Effective Date; and Providing for Repealer.

City Attorney Miller stated the Oklahoma Tax Commission adopted rules to implement the "Warrant Intercept Program" that has been codified in State statutes. He stated the program aids cities in collection of unpaid fines and penalties through deductions from any state income tax refund due to the individual. He stated the use of a debt collection service must be approved by the City Council. **Miller** also thanked *Court Clerk Wood* stating she was instrumental in putting this together.

MOTION was made by **Vice Mayor Ray**, seconded by **Councilman Wald**, to Approve Resolution No. 24-020.

AYE: Ray, Wald, Waugh, Sholund, Grider
NAY: None

- H.4 Consideration of Ordinance No. 1294, an Ordinance of the City of Mustang, Oklahoma, Changing the Date for the January 2024 City Council Meeting; and Providing for Severability.

City Manager Rooney stated this ordinance will move the January meeting from January 2, 2024 to January 9, 2024, stating Planning Commission will be moved back a week to January 16, 2024.

MOTION was made by **Vice Mayor Ray**, seconded by **Councilman Sholund**, to Approve Ordinance No. 1294.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

- H.5 Consideration of Ordinance No. 1295, an Ordinance Adopting an Employee Retirement System, Defined Contribution Plan for the City Manager for the City of Mustang, Oklahoma; Providing Retirement Benefits for Eligible Employees of the City of Mustang, Oklahoma; Providing for Purpose and Organization; Providing for Definitions; Providing for Eligibility and Participation; Providing for Employer and Employee Contributions; Providing for Accounting, Allocation, and Valuation; Providing Benefits; Providing for Required Notice; Providing for Amendments and Termination; Providing for Transfer to and From Other Plans; Creating a Committee and Providing for Powers, Duties, and Rights of Committee; Providing for Payment of Certain Obligations; Providing for Duration and Payment of Expenses; Providing for Effective Date; Providing for Vesting Schedules; Providing for a Fund to Finance the System to be Pooled with Other Incorporated Cities, Towns and Their Agencies and Instrumentalities for Purposes of Administration, Management, and Investment as Part of the Oklahoma Municipal Retirement Fund; Providing for Payment of All Contributions Under the System to the Oklahoma Municipal Retirement Fund for Management and Investment; Providing for Non-Alienation of Benefits; Adopting those Amendments Mandated by the Internal Revenue Code; Providing for Repealer and Severability; and Declaring an Emergency.

Human Resources Director Anderson stated the City Manager contract approved by City Council in October sets aside money for health insurance costs post retirement stating this ordinance allows for this option.

MOTION was made by **Councilman Sholund**, seconded by **Councilman Waugh**, to Approve Ordinance No. 1295.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

The Emergency Clause was not acted upon due to lack of Councilmembers present.

- H.6 Consideration of Master Defined Contribution Plan Joinder Agreement between the City of Mustang and Oklahoma Municipal Retirement Fund.

Human Resources Director Anderson stated this item goes with Item H.5 above.

MOTION was made by **Councilman Wald**, seconded by **Councilman Sholund**, to Approve the Master Defined Contribution Plan Joinder Agreement.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

- H.7 Approval to move the Mustang 457(b) Retirement Plan investment and Service Provider from MissionSquare to VOYA.

Human Resources Director Anderson stated MissionSquare is the current manager of the employee portion of the 457(b) retirement plan stating VOYA is the current investment and service provider for the Oklahoma Municipal Retirement Fund Defined Contribution Plan. She stated the City would like to move the 457(b) plan from MissionSquare to VOYA. She stated it would make it simpler to have one platform stating the fees through VOYA were also slightly lower and will have better customer service through VOYA.

MOTION was made by **Councilman Waugh**, seconded by **Councilman Wald**, to Approve the request to move investment and service of the Mustang 457(b) Retirement Plan from MissionSquare to VOYA, and Authorize the Mayor to execute the documents necessary to accomplish the same.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

- H.8 Consideration of Resolution No. 24-015, a Resolution of the City Council of the City of Mustang, Oklahoma Declaring that Certain Property Described herein is not Needed or Necessary for Park or other Public Purposes and Abandoning Such Property for any Park or Other Public Purposes.

City Manager Rooney stated in August, 2021, City Council approved resolutions and an ordinance to abandon a tract of land for public park or other public purposes and to enter into a ground lease with the Chamber of Commerce for a .10 acre tract of land for the construction of their new office building just southeast of City Hall. He stated during construction, adjustments were made due to utility locations creating the need to shift the location northwest of the original site. **Rooney** stated this shift avoided the cost of a water line relocation as well as the Chamber of Commerce building now being more in line with the existing City Hall structure should there ever be a need to connect the two structures. He stated *City Attorney Miller* was a tremendous help on this and saved the Chamber of Commerce quite a bit of money.

MOTION was made by **Councilman Sholund**, seconded by **Vice Mayor Ray**, to Approve Resolution No. 24-015.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

- H.9 Consideration of Ordinance No. 1293, an Ordinance of the City of Mustang, Oklahoma, Authorizing the Lease of Certain Real Property to the Mustang Chamber of Commerce, Authorizing and Directing the Mayor to Execute Amendment No. 1 to Ground Lease Agreement and Other Documents to Complete the Transaction, and Providing for Severability.

City Manager Rooney stated this item goes with Item H.8.

MOTION was made by **Councilman Wald**, seconded by **Councilman Waugh**, to Approve Ordinance No. 1293.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

- H.10 Consideration of Resolution No. 24-016, a Resolution of the City Council of the City of Mustang, Oklahoma, Authorizing the City to Enter into and the Mayor to Execute an Amendment to Ground Lease between the City of Mustang and the Mustang Chamber of Commerce.

City Manager Rooney stated this item goes with Item H.8.

MOTION was made by **Councilman Waugh**, seconded by **Councilman Sholund**, to Approve Resolution No. 24-016.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

I. MATTERS FOR EXECUTIVE SESSION:

- I.1 *Consideration of Potential Purchase and Acceptance of Permanent Easements and Authorization for Mayor and City Staff to Execute Necessary Documents to Accomplish the Same; and proposed Executive Session as Authorized by 25 Okla. Stat. 307(B)(3).

- I.2 Consideration of City of Mustang v. Pathfinder HDD LLC, Case No. CJ-2022-673, District Court, Canadian County, Oklahoma, and In re Pathfinder HDD, LLC, Case No.: 23-12342, United States Bankruptcy Court, Western District of Oklahoma; and, proposed executive session as authorized by 25 Okla. Stat. §307(B)(4).
- I.3 Consideration of Potential Claim by Mustang Lions Club; and, proposed executive session as authorized by 25 Okla. Stat. §307(B)(4).

MOTION was made by **Councilman Sholund**, seconded by **Councilman Wald**, to Adjourn to Executive Session.

AYE: Ray, Wald, Waugh, Sholund, Grider
NAY: None

TIME ADJOURNED to Executive Session: **7:53 p.m.**

Mayor Grider called the meeting back into Session.

TIME RETURNED to Executive Session: **8:27 p.m.**

In reference to Item I.1 –

MOTION was made by **Councilman Waugh**, seconded by **Councilman Wald**, to Approve the Acceptance of Permanent Easements from Odom Northwest, LLC, and Authorization for the Mayor and Staff to Execute necessary documents to complete acceptance of the easements.

AYE: Ray, Wald, Waugh, Sholund, Grider
NAY: None

In reference to Item I.2 –

MOTION was made by **Councilman Sholund**, seconded by **Councilman Waugh**, to Proceed as Discussed in Executive Session.

AYE: Ray, Wald, Waugh, Sholund, Grider
NAY: None

In reference to Item I.3 –

Discussion purposes only.

J. ADJOURNMENT

MOTION was made by **Vice Mayor Ray**, seconded by **Councilman Wald**, to adjourn.

AYE: Ray, Wald, Waugh, Sholund, Grider

NAY: None

The meeting was adjourned at **8:28 p.m.**

Brian Grider, Mayor

Attest:

Lisa Martin, City Clerk

Conditions

Attachment to Item H.1

THE CITY OF MUSTANG

SPECIFIC USE PERMIT 7-27-23-1-28

LICENSE HOLDER: DECISIVE INVESTMENTS LLC

LOCATION: 435 W ST. HWY 152

ZONING: C-3, COMMERCIAL GENERAL DISTRICT

SPECIFIC USE – AUTO REPAIR

THIS SPECIFIC USE PERMIT SHALL BE SUBJECT TO THE TERMS AND CONDITIONS OF CHAPTER 122-57 THROUGH 122-61, ARTICLE II, DIVISION II (SPECIFIC-USE PERMITS).

ADDITIONAL TERMS AND CONDITIONS PLACED UPON THIS SPECIFIC USE PERMIT ARE SET FORTH BELOW:

1. Off-street parking shall accommodate no more than 20 and no less than 12 parking spaces to be utilized by customers for the Auto Repair and for overnight storage of occasional vehicles dropped off after hours and/or waiting to be picked up by customers. Location of parking spaces shall be designated by the approved site plan. Storage of non-operating vehicles shall be prohibited.
2. Auto Repair use shall be limited to services for vehicles of class sizes 1 – 3 of the US DOT Federal Highway Administration's definitions of vehicle classifications and shall exclude vehicles of class sizes 4-15 of the US DOT Federal Highway Administration's definitions of vehicle classifications. Repairs shall include, but not limited to, light maintenance activities where vehicle parts are sold and installed such as engine tune-ups, oil change or lubrication, carburetor cleaning, muffler replacement, and brake repair. Services shall NOT include major automotive repairs such as engine removal, engine overhauls, engine replacements, transmission removal, transmission overhaul, transmission replacements, major engine work that requires disassembly of engines beyond the long block state – i.e. no head gaskets, or other major repair or replacement of or to engines or transmissions.
3. The Hours of Operation for said Auto Repair shall be limited to Monday-Saturday 7am – 7pm and Sundays 9am – 5pm
4. The Signage for said Auto Repair shall be limited to additional space on existing free-standing pole sign and building signage consistent with Chapter 94 of the City of Mustang Municipal Code of Ordinances pertaining to Signs.
5. Said property shall comply with all aspects of Chapter 50 of the City of Mustang Municipal Code of Ordinances pertaining to Stormwater and Drainage controls.

KNOW ALL MEN BY THESE PRESENTS THAT:
THE CITY COUNCIL OF THE CITY OF MUSTANG
APPROVED SAID SPECIFIC USE PERMIT ON 11/7/2023 WITH
THE CONDITIONS AS STATED ON THIS PERMIT:

APPLICANT NAME: DECISIVE INVESTMENTS LLC
ATTENTION: MICHAEL DUNN

CITY CLERK

MAYOR

DATE ISSUED: 11/7/2023

Conditions

Attachment to Item H.2

THE CITY OF MUSTANG

SPECIFIC USE PERMIT – SUP-9-01-23-1-25

LICENSE HOLDER: VAN MARIA NGUYEN & ADELPHIA NGUYEN LOCATION: 1707 E SH 152

ZONING: C-3, COMMERCIAL GENERAL DISTRICT SPECIFIC USE – MEDICAL MARIJUANA RETAILER

THIS SPECIFIC USE PERMIT SHALL BE SUBJECT TO THE TERMS AND CONDITIONS OF CHAPTER 122-57 THROUGH 122-61, ARTICLE II, DIVISION II (SPECIFIC USE PERMITS) AND CHAPTER 22-201 THROUGH 22-221, ARTICLE V, DIVISIONS I-II (MEDICAL MARIJUANA GENERALLY AND MEDICAL MARIJUANA RETAILER PERMITS).

ADDITIONAL TERMS AND CONDITIONS PLACED UPON THIS SPECIFIC USE PERMIT ARE SET FORTH BELOW:

1. Said Medical Marijuana Retailer shall have installed an industry standard and staff approved odor control filtration device specific to controlling associated odors from Medical Marijuana and related products contained within the location.
2. The Hours of Operation for said Medical Marijuana Retailer shall be limited to 9am to 9pm.
3. The Signage for said Medical Marijuana Retailer shall be consistent with Chapter 94 of the City of Mustang Municipal Code of Ordinances pertaining to Signs but shall further be excluded the use of strobing or flashing signs or devices on said location.

KNOW ALL MEN BY THESE PRESENTS THAT:
THE CITY COUNCIL OF THE CITY OF MUSTANG
APPROVED SAID SPECIFIC USE PERMIT ON 11/7/2023 WITH
THE CONDITIONS AS STATED ON THIS PERMIT:

APPLICANT NAME: PHOENIX DOAN

DATE ISSUED: 11/7/2023

CITY CLERK

MAYOR



Agenda Item No: F.2

Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Lisa Martin

Submitting Department: City Clerk

Item Type: Minutes

Agenda Section: CONSENT AGENDA

Subject Title:

Approval of 11/30/2023 City Council Special Meeting Minutes.

Recommendation:

Approve

Initiator:

Lisa Martin

Background:

Minutes from the November 30, 2023, City Council Special meeting.

Financial Impact:

Staff Comments:

Attachments:

[11.30.2023 City Council Special Meeting Minutes.pdf](#)

**MUSTANG CITY COUNCIL
SPECIAL MEETING
NOVEMBER 30, 2023**

The Mustang City Council met in a Special Meeting on Thursday, November 30, 2023, at 10:00 a.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted as required on Tuesday, November 28, 2023, at 9:00 a.m in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Mayor Grider called the meeting to order at 10:00 a.m.

B. ROLL CALL

Councilmembers Present:	Ray
	Wald
	Waugh
	McKenzie
	Grider

Councilmembers Absent:	Leete
	Sholund

C. MATTERS FOR EXECUTIVE SESSION

C.1 Consideration of In re McKinsey & Co., Inc. National Prescription Opiate Consultant Litigation, Case No. 3:21-md-02996-CRB (N.D. California), to include consideration of potential class action settlement; and, proposed executive session as authorized by 25 Okla. Stat. § 307(B)(4).

C.2 Consideration of In re Aqueous Film-Forming Foams Product Liability Litigation, MDL Case No. 2:18-mn-2873-RMG, U.S.D.C., D. S. Carolina, including City of Camden, et al., v. E.I. DuPont de Nemours and Company, et al., Case No. No. 2:23-cv-03230-RMG, and City of Camden, et al. v. 3M Company, Case No. 2:23-cv-03147-RMG, to include consideration of potential class action settlement; and, proposed executive session as authorized by 25 Okla. Stat. § 307(B)(4).

MOTION was made by **Councilman Wald**, seconded by **Councilman Waugh**, to Adjourn to Executive Session.

AYE: Ray, Wald, Waugh, McKenzie, Grider

NAY: None

TIME ADJOURNED to Executive Session: **10:01 a.m.**

Mayor Grider called the meeting back into Session.

TIME RETURNED to Executive Session: **10:19 a.m.**

In reference to Item I.1 –

MOTION was made by **Councilman Wald**, seconded by **Councilman McKenzie**, that the City of Mustang opt out of the class action settlement in the PFAS multi-district litigation, and that McAfee & Taft be authorized and direct necessary action to accomplish the same.

AYE: Ray, Wald, Waugh, McKenzie, Grider

NAY: None

In reference to Item I.2 –

MOTION was made by **Councilman McKenzie**, seconded by **Vice Mayor Ray**, that McAfee & Taft, in consultation with the City Attorney, be authorized on behalf of the City of Mustang to remain as a participant in or to opt out of the opioid consultant class action settlement in *In re McKinsey & Co., Inc. National Prescription Opiate Consultant Litigation* based on their review and opinion of the feasibility and advisability of the City obtaining a better net recovery through some other avenue.

AYE: Ray, Wald, Waugh, McKenzie, Grider

NAY: None

D. ADJOURNMENT

MOTION was made by **Councilman Wald**, seconded by **Councilman McKenzie**, to adjourn.

AYE: Ray, Wald, Waugh, McKenzie, Grider

NAY: None

Meeting was adjourned at **10:21 a.m.**

Brian Grider, Mayor

Attest:

Lisa Martin, City Clerk



Agenda Item No: F.3

Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Ashley Neely

Submitting Department: Finance

Item Type: Approval

Agenda Section: CONSENT AGENDA

Subject Title:

*Claims List for FY 2024.

Recommendation:

Approve

Initiator:

Ashley Neely

Background:

Claims List for FY24

Financial Impact:

\$789,137.06

Staff Comments:

Attachments:

[GF Claims List - FY24.pdf](#)

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		CITY ATTORNEY				
24-0724	01-B0222	BRADLEY WERNER, LLC	LEGAL SRVS - FRANCH RENWL	11/2023	23372	206.25
DEPARTMENT TOTAL:						206.25
DEPARTMENT: 11		CITY MANAGER				
24-0116	01-B0274	HEALTH CARE SERVICE CORPORARETIRE HEALTH INSURANCE		11/2023	202311150139	4,717.42
24-1137	01-C0120	CITY MANAGEMENT ASSOCIATIONCMAO MEMBERSHIP/AMP FEES		10/2023	16013	850.00
24-0086	01-D1082	DELTA DENTAL PLAN OF OKLAHORETIREE DENTAL INSURANCE		11/2023	202311150143	628.72
24-0495	01-H0167	HEALTH CARE SERVICE CORPORACOBRA INS ADMIN FEE		10/2023	240832A	85.00
24-0501	01-I0035	INTERNATIONAL INSTITUTE OF IIMC MEMBERSHIP RENEWAL		10/2023	202311150144	185.00
24-1136	01-I1127	INTERURBAN CLASSIC GRILL OFVOLUNTEER BOARD RECEPTION		11/2023	2763928	975.00
24-0137	01-M0180	MUSTANG CHAMBER OF COMMERCECHAMBER LUNCHEONS		10/2023	19483	80.00
24-0330	01-S0137	STANDARD INSURANCE COMPANY RETIREE VISION		11/2023	202311160160	99.52
DEPARTMENT TOTAL:						7,620.66
DEPARTMENT: 12		LIBRARY				
24-0224	01-B1023	BTAC UNITED ACQUISITION HOLBOOKS		10/2023	5018601758	22.76
24-0224	01-B1023	BTAC UNITED ACQUISITION HOLBOOKS		11/2023	5018614616	1,084.69
24-0548	01-C1014	CENGAGE LEARNING, INC.	LARGE PRINT BOOKS	11/2023	82940040	518.22
24-1061	01-C1068	CDW LLC	INKJET INK	10/2023	MR72581	706.08
24-0216	01-I0023	INGRAM INDUSTRIES INC.	BOOKS - YOUNG ADULT	11/2023	78679390	206.89
24-0217	01-I0023	INGRAM INDUSTRIES INC.	JUVENILE BOOKS	11/2023	78679386	379.17
24-0212	01-M0263	MIDWEST TAPE, LLC	NON-PRINT ITEMS	10/2023	504538766	139.96
24-0212	01-M0263	MIDWEST TAPE, LLC	NON-PRINT ITEMS	11/2023	504607806	27.64
24-0225	01-M0263	MIDWEST TAPE, LLC	JUVENILE NON-PRINT ITEMS	11/2023	504607804	154.54
24-1143	01-M0332	ANNE MORALES	PAINT & PALETTE	11/2023	202311150146	40.00
24-1144	01-S1023	CRESHIA R. STARK	BILINGUAL STORYTIME	11/2023	202311160161	60.00
DEPARTMENT TOTAL:						3,339.95
DEPARTMENT: 13		PARKS AND RECREATION				
24-1134	01-B1026	B&C APPAREL, LLC	SHIRTS-PLAYERS & COACHES	11/2023	2806	1,816.50
24-0286	01-C0106	CINTAS CORPORATION NO. 2	WHP BATHROOM SUPPLIES	11/2023	4172767927A	545.59
24-0276	01-C0286	CIVICPLUS, LLC	CIVIC REC SOFTWARE FEES	10/2023	282398	697.55
24-1154	01-RF0086	SAMANTHA OWEN	4/5 BASKETBALL REFUNDS	11/2023	202311160159	80.00
DEPARTMENT TOTAL:						3,139.64

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		GENERAL GOVERNMENT				
24-0030	01-C0011	CHICKASAW TELECOM, INC.	ANNUAL MAINTENANCE AGREEM	11/2023	61140	10,368.00
24-0082	01-D1051	DEAN ACTUARIES, LLC	GASB 75 ACTUARIAL STUDY	11/2023	231402	3,750.00
24-0198	01-00010	ONE GAS, INC.	NATURAL GAS SERVICE	11/2023	202311150147	176.26
24-0159	01-00125	OKLAHOMA ONE-CALL SYSTEM,	OKLAHOMA ONE-CALL MEMBERS	11/2023	2023M0499	2,500.00
24-1153	01-00125	OKLAHOMA ONE-CALL SYSTEM,	OK ONE-CALL MEMBERSHIP	11/2023	2023M0499A	793.10
24-1159	01-Q0084	QUADIENT FINANCE USA, INC.	POSTAGE FOR ONSITE METER	11/2023	202311160154	6,000.00
24-0323	01-S0085	SILVER STAR CONSTRUCTION	COSTREET & MOWING CONTRACTO	10/2023	34252	75,094.19
24-0333	01-S0173	STANDLEY SYSTEMS, LLC	COPIER LEASE/USAGE	10/2023	INV1571356	2,276.33
DEPARTMENT TOTAL:						100,957.88
DEPARTMENT: 18		TOWN CENTER				
24-0314	01-A0110	ALL SEASON BUILDING SUPPLY	SMALL TOOLS & EQUIPMENT	10/2023	355453	84.81
24-0290	01-A0227	ALLIED ELEVATOR SERVICES,	IINSPECTION & MAINTENANCE	11/2023	2153752	175.00
24-0302	01-C0106	CINTAS CORPORATION NO. 2	JANITORIAL SUPPLIES	11/2023	4172767927	562.05
24-0825	01-D0144	DON-CO SEWER & DRAIN	PLUMBING REPAIRS	9/2023	6347	235.99
24-1097	01-D0144	DON-CO SEWER & DRAIN	PLUMBING REPAIRS	11/2023	6568	232.50
24-0289	01-J1071	JAN-PRO OF OKC	CLEANING SERVICE	11/2023	INV20696	3,595.00
24-0320	01-R0129	RED EARTH ENVIRONMENTAL	PARTITION MAINTENANCE	10/2023	603408	125.00
24-0888	01-S0380	SUMMIT FIRE & SECURITY	ALARM REPAIRS	10/2023	1067833	905.00
DEPARTMENT TOTAL:						5,915.35
DEPARTMENT: 19		BALL COMPLEX				
24-0405	01-A0110	ALL SEASON BUILDING SUPPLY	FIELD MAINTENANCE	10/2023	353104	287.85
24-0901	01-A2017	AMERICAN PIZZA PARTNERS,	LPCONCESSIONS PIZZA	11/2023	202311150138	1,497.00
24-0458	01-B0154	ICE MAKER SALES & SERVICE,	REPAIR REFRIGERATED EQUIP	11/2023	1099475-IN	370.00
24-0446	01-F0144	405 TECHNOLOGY SOLUTIONS,	LPOS SYSTEM-CONCESSIONS	11/2023	2461	775.28
24-0448	01-H0165	HD SUPPLY, INC	JANITORIAL SUPPLIES	10/2023	771135050	156.25
24-0452	01-I1119	STEPHENSON WHOLESALE CO.,	ICONCESSION SUPPLIES	10/2023	7774931	1,344.87
24-0997	01-I1119	STEPHENSON WHOLESALE CO.,	ICONCESSIONS SUPPLIES	10/2023	7777232	1,214.78
24-0742	01-L0052	LOCKE SUPPLY CO	ZIP TIES, BATHROOM PARTS	10/2023	50866908-00	67.85
24-0742	01-L0052	LOCKE SUPPLY CO	ZIP TIES, BATHROOM PARTS	11/2023	50959278-00	140.00
24-0403	01-00034	OWENS SEPTIC SERVICE, LLC	DOG PARK POTTY RENTAL	11/2023	11012023-37	210.00
24-0708	01-Q0013	QUICKSCORES LLC	SCHEDULING SOFTWARE	11/2023	232505	105.00
24-0942	01-S0062	SHAWNEE LIGHTING LLC	SOFTBALL FLD LIGHT REPAIR	11/2023	2023000477	16,529.49
DEPARTMENT TOTAL:						22,698.37

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 20 AQUATICS						
24-0977	01-D0144	DON-CO SEWER & DRAIN	PLUMBING REPAIRS AQUA CTR	10/2023	6405	157.32
DEPARTMENT TOTAL:						157.32
DEPARTMENT: 21 FINANCE						
24-1101	01-C1068	CDW LLC	COPIER FOR COURT	10/2023	MS79698	773.99
DEPARTMENT TOTAL:						773.99
DEPARTMENT: 31 COMMUNITY DEVELOPMENT						
24-0378	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATE	11/2023	R826169	78.00
24-1069	01-C1068	CDW LLC	BATTERY BACKUP	10/2023	MQ94162	255.84
24-0920	01-C1101	CENTRAL OKLAHOMA STORMWATER	MEMBERSHIP DUES	9/2023	198	1,200.00
24-0379	01-O0096	OKLAHOMA UNIFORM BUILDING	CBUILDING PERMIT FEES	10/2023	202311160152	316.00
24-0376	01-R1091	RUFNEX INDUSTRIAL, LLC	MOWING & CLEANING ABATE	9/2023	60088	1,300.00
24-0946	01-R1091	RUFNEX INDUSTRIAL, LLC	MOWING&CLEANING ABATEMENT	9/2023	60090	2,800.00
24-0946	01-R1091	RUFNEX INDUSTRIAL, LLC	MOWING&CLEANING ABATEMENT	10/2023	60010	6,550.00
24-0946	01-R1091	RUFNEX INDUSTRIAL, LLC	MOWING&CLEANING ABATEMENT	11/2023	60118	2,240.00
24-1103	01-S0371	SMITTY'S AUTO REPAIR INC.	INSPECTOR VEHICLE REPAIRS	10/2023	8088	207.70
DEPARTMENT TOTAL:						14,947.54
DEPARTMENT: 41 POLICE						
24-0025	01-A0039	A.S.C. INCORPORATED	MISC. VEHICLE PARTS	10/2023	186418	469.77
24-1096	01-B0294	BIOCHECK CORPORATION	POST BLACK MOLD REM TEST	11/2023	12961	500.00
24-1095	01-C0011	CHICKASAW TELECOM, INC.	PHONE REPAIR	11/2023	61153	296.00
24-0083	01-C1136	CITY OF OKLAHOMA CITY	RADIO USAGE & MAINTENANCE	11/2023	ITPSC-MSTNG-FY24	15,210.00
24-0066	01-F0078	DAIOHS USA, INC	ICE MACHINE RENT/SERVICE	11/2023	380079	150.00
24-0076	01-J1071	JAN-PRO OF OKC	FACILITY CLEANING SERVICE	10/2023	CM00404	365.76-
24-0076	01-J1071	JAN-PRO OF OKC	FACILITY CLEANING SERVICE	11/2023	INV20695	1,585.00
24-0081	01-M0170	DAVID L. MORRIS	VEHICLE MAINTENANCE	10/2023	238-10022023	550.00
24-1100	01-R0028	BENOBE CORP	BLACK MOLD REMEDIATION	11/2023	3584	7,752.87
24-0100	01-S0373	RPS AUTO LLC	PD VEHICLE OIL CHANGES	10/2023	00543-28744	259.85
24-0104	01-T0029	WEST PUBLISHING CORPORATION	CLEAR INVESTIGATIVE TOOL	11/2023	849211813	236.13
24-0107	01-T1029	THOMAS DAVIS	JAIL LAUNDRY SERVICE	9/2023	000329	239.70
24-0107	01-T1029	THOMAS DAVIS	JAIL LAUNDRY SERVICE	10/2023	000358	303.15
DEPARTMENT TOTAL:						27,186.71

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 42		ANIMAL WELFARE				
24-0415	01-H0182	HALO ANIMAL HOSPITAL	VETERINARY SERVICES	10/2023	420955	195.00
24-0420	01-J1071	JAN-PRO OF OKC	ANIMAL WELFARE CLEANING	11/2023	INV20693	395.00
24-0423	01-00273	OKLAHOMA HUMANE SOCIETY	SPAY & NEUTER SERVICES	11/2023	2117722	340.00
24-0427	01-P0181	ANTHONY E. LINGER	ALARM MONITORING	11/2023	20233582	41.00
DEPARTMENT TOTAL:						971.00
DEPARTMENT: 44		SUPPORT SERVICES				
24-1151	01-C0329	MEAGAN CANNON	TUITION REIMBURSEMENT	11/2023	202311150141	700.00
DEPARTMENT TOTAL:						700.00
DEPARTMENT: 51		FIRE				
24-0343	01-A0110	ALL SEASON BUILDING SUPPLY	BUILDING REPAIR & MAINT	10/2023	355158	16.88
24-0343	01-A0110	ALL SEASON BUILDING SUPPLY	BUILDING REPAIR & MAINT	11/2023	356174	45.47
24-0546	01-B0137	BOUND TREE MEDICAL LLC	EMS SUPPLIES	10/2023	85139517	649.50
24-1111	01-C0011	CHICKASAW TELECOM, INC.	DDS SIDE CART ADMIN PHONE	10/2023	61088	551.00
24-0985	01-C0052	LARRY WRIGHT	REPLACE FLUSH VALVE	11/2023	202311150140	125.00
24-0441	01-C0065	CASCO INDUSTRIES, INC.	BRASS FOR FIREFIGHTERS	10/2023	255657	633.00
24-0852	01-C0065	CASCO INDUSTRIES, INC.	HELMET BADGES	10/2023	256338	230.00
24-0904	01-C0065	CASCO INDUSTRIES, INC.	ANNUAL UNIFORM ORDER	10/2023	255657A	476.00
24-0732	01-C0231	CONRAD FIRE EQUIPMENT, INC.	L1 FLOW SENSOR REPLACEMNT	10/2023	571452	1,062.59
24-0640	01-H0165	HD SUPPLY, INC	CLEANING SUPPLIES	10/2023	770423754	1,894.31
24-1147	01-L0399	LIBERTY FLAGS, INC.	US & STATE FLAGS	11/2023	109252	828.80
24-0202	01-00010	ONE GAS, INC.	NATURAL GAS SERVICE	11/2023	202311150148	257.93
24-0340	01-00025	O'REILLY AUTOMOTIVE STORES,	VEHICLE REPAIR & MAINT	10/2023	0309-264864	32.75
24-0340	01-00025	O'REILLY AUTOMOTIVE STORES,	VEHICLE REPAIR & MAINT	11/2023	0309-266531	102.49
24-1031	01-00215	OKLAHOMA STATE UNIVERSITY	FIRE INSTRUCTOR I COURSE	10/2023	FI1-231024-002	300.00
24-1126	01-R0146	ROGUE COMPETITION AUTOMOTIVE	BATTALION-1 ANNUAL PM	11/2023	15537	166.17
24-0839	01-S0348	STRYKER SALES, LLC	REPAIR CO2 MOD LIFE PAK	10/2023	9204876407	6,696.30
24-0326	01-U0055	UNIFIRST HOLDINGS INC.	SHOP TOWEL SERVICE	10/2023	2770106567	80.72
DEPARTMENT TOTAL:						14,148.91
FUND TOTAL:						202,763.57

FUND: 05 - PARK IMPROVEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
24-0982	01-A0110	ALL SEASON BUILDING SUPPLY PARK MAINTENANCE		10/2023	353337	24.85
24-0730	01-D0014	DOUBLE BACK SERVICES	RE-PAINTING OF AIRPLANE	11/2023	202311150142	4,750.00
24-1125	01-R0031	RAMEY STEEL CONSTRUCTION, IBRITTNEY BATHROOM PROJECT		11/2023	202311160156	3,670.00
24-0327	01-S0085	SILVER STAR CONSTRUCTION COMAINTENANCE CONTRACT		10/2023	34251-2	353.46
DEPARTMENT TOTAL:						8,798.31
FUND TOTAL:						8,798.31

FUND: 14 - STREET/DRAINAGE IMP

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 14		ADMINISTRATION				
24-1128	01-P1016	P&K EQUIPMENT, INC.	SUPPLIES FOR SILVERSTAR	11/2023	5242724	483.97
24-0327	01-S0085	SILVER STAR CONSTRUCTION COMAINTENANCE CONTRACT		10/2023	34251-2	18,807.57
DEPARTMENT TOTAL:						19,291.54
FUND TOTAL:						19,291.54

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 08		G O BONDS				
24-0018	01-B0042	BOKF, N.A. DBA BANK OF OKLA	2012 GO BOND - INTEREST	11/2023	MUSTANGGOB12C	13,321.88
24-0019	01-B0042	BOKF, N.A. DBA BANK OF OKLA	2012 GO BOND - ADMIN PAYM	11/2023	MUSTANGGOB12D	150.00
DEPARTMENT TOTAL:						13,471.88
FUND TOTAL:						13,471.88

FUND: 39 - LIMITED PURPOSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		CITY ATTORNEY				
24-1081	01-C1068	CDW LLC	IPAD FOR JUDGE	10/2023	MS00935	434.43
24-0603	01-T0029	WEST PUBLISHING CORPORATION	WESTLAW PRO	11/2023	849246434	345.00
DEPARTMENT TOTAL:						779.43
DEPARTMENT: 13		PARK AND RECREATION				
24-0261	01-R0031	RAMEY STEEL CONSTRUCTION,	IBRITTANY PLAYGROUND	11/2023	202311160158	5,800.00
24-0262	01-R0031	RAMEY STEEL CONSTRUCTION,	IBRITTANY PLAYGROUND	11/2023	202311160155	36,595.00
DEPARTMENT TOTAL:						42,395.00
DEPARTMENT: 72		WATER				
24-0617	01-L0052	LOCKE SUPPLY CO	PARTS FOR WATER LINES	11/2023	50949952-00	176.59
24-0945	01-P0049	PIONEER SUPPLY, LLC	WATERLINE PARTS	10/2023	INV59865	12,110.99
DEPARTMENT TOTAL:						12,287.58
FUND TOTAL:						55,462.01

FUND: 69 - RISK MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
24-1115	01-I0053	INDEPENDENT MEDICAL EXAMINAWC CLAIM #2009-07		10/2023	202311150145	50.00
DEPARTMENT TOTAL:						50.00
FUND TOTAL:						50.00

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00 MAYOR AND COUNCIL						
24-0023	01-C0036	CANADIAN COUNTY ASSESSOR	VISUAL INSPECTION BUDGET	11/2023	202311290250	1,639.65
24-1175	01-C0108	COWAN GROUP ENGINEERING, L	ENGINEERING FEES	11/2023	8071	8,070.51
DEPARTMENT TOTAL:						9,710.16
DEPARTMENT: 01 CITY ATTORNEY						
24-1079	01-M040	MCAFFEE & TAFT A PROFESSIONAL	LEGAL SERVICES PATHFINDER	11/2023	733893	144.00
DEPARTMENT TOTAL:						144.00
DEPARTMENT: 11 CITY MANAGER						
24-0137	01-M0180	MUSTANG CHAMBER OF COMMERCE	CHAMBER LUNCHEONS	11/2023	19557	80.00
24-1170	01-O0117	OMCTFOA TREASURER	OMCTFOA DUES	11/2023	202311290255	75.00
DEPARTMENT TOTAL:						155.00
DEPARTMENT: 12 LIBRARY						
24-0224	01-B1023	BTAC UNITED ACQUISITION	HOLBOOKS	11/2023	5018629012	19.75
24-0548	01-C1014	CENGAGE LEARNING, INC.	LARGE PRINT BOOKS	11/2023	82994166	59.98
24-0216	01-I0023	INGRAM INDUSTRIES INC.	BOOKS - YOUNG ADULT	11/2023	78971520	173.80
24-0212	01-M0263	MIDWEST TAPE, LLC	NON-PRINT ITEMS	11/2023	504642226	153.96
24-0225	01-M0263	MIDWEST TAPE, LLC	JUVENILE NON-PRINT ITEMS	11/2023	504642228	69.93
24-0207	01-O0129	OVERDRIVE, INC	EBOOK SUBSCRIPTION	11/2023	H-0099901	3,000.00
DEPARTMENT TOTAL:						3,477.42
DEPARTMENT: 13 PARKS AND RECREATION						
24-0286	01-C0106	CINTAS CORPORATION NO. 2	WHP BATHROOM SUPPLIES	11/2023	4174793193A	64.95
24-1168	01-C2235	ROBERT CHRISTY	SANTA	12/2023	124	625.00
DEPARTMENT TOTAL:						689.95
DEPARTMENT: 15 GENERAL GOVERNMENT						
24-0321	01-S0306	SETH B SHAY	PEST CONTROL SERVICES	11/2023	11272023-3	600.00
24-1023	01-S0306	SETH B SHAY	PEST CONTROL NEW FS	11/2023	202311290256	160.00
DEPARTMENT TOTAL:						760.00

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 18		TOWN CENTER				
24-0302	01-C0106	CINTAS CORPORATION NO. 2	JANITORIAL SUPPLIES	10/2023	4170625197A-CR	50.00-
24-0302	01-C0106	CINTAS CORPORATION NO. 2	JANITORIAL SUPPLIES	11/2023	4174793193	1,080.68
24-0989	01-H0165	HD SUPPLY, INC	JANITORIAL SUPPLIES	11/2023	774640239	540.77
24-0312	01-L0052	LOCKE SUPPLY CO	LIGHTING SUPPLIES	11/2023	51121499-00	6.92
DEPARTMENT TOTAL:						1,578.37
DEPARTMENT: 19		BALL COMPLEX				
24-0744	01-D0144	DON-CO SEWER & DRAIN	PLUMBING AT SPORTS COMPLE	11/2023	6526	475.00
24-0997	01-I1119	STEPHENSON WHOLESALE CO.,	ICONCESSIONS SUPPLIES	11/2023	7784954	230.31
DEPARTMENT TOTAL:						705.31
DEPARTMENT: 21		FINANCE				
24-0063	01-C0245	CRAWFORD & ASSOCIATES, P.C.	CONSULTING, GASB REVIEWS,	11/2023	17794	4,505.00
DEPARTMENT TOTAL:						4,505.00
DEPARTMENT: 31		COMMUNITY DEVELOPMENT				
24-1190	01-A0031	A-1 ELECTRIC, HEAT & AIR	MECHANICAL PERMIT REFUND	11/2023	202311290249	816.25
24-0378	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATE	7/2023	R811862	18.00
24-0378	01-C0020	CANADIAN COUNTY CLERK	FILING FEES FOR ABATE	9/2023	R818352	118.00
DEPARTMENT TOTAL:						952.25
DEPARTMENT: 41		POLICE				
24-1119	01-B0098	BLACKMON MOORING OF OKLAHOMA	DECONTAMINATE HVAC SYSTEM	11/2023	OKC-23-01395M75866	9,000.00
24-1117	01-C0327	BERRY HOLDINGS GROUP, LLC	RECONST AFTER BLK MOLD	11/2023	1137	6,659.99
24-0069	01-F1023	FLOCK GROUP INC.	ANNUAL CAMERA AGREEMENT	11/2023	INV-26589	7,500.00
24-0071	01-G099	GT DISTRIBUTORS, INC.	AMMUNITION	11/2023	INV0977525	5,034.40
24-0805	01-G099	GT DISTRIBUTORS, INC.	AMMUNITION	11/2023	INV0976842	16,289.28
24-0857	01-H0180	CORY D. HUGHES	DEPARTMENT PICTURES	11/2023	2054	807.00
DEPARTMENT TOTAL:						45,290.67

FUND: 01 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 42		ANIMAL WELFARE				
24-0412	01-D0090	OK DEPT. OF PUBLIC SAFETY	OLETS DATA TERMINALS	11/2023	LET-012480A	15.00
24-0429	01-S0330	STREETS, LLC	HVAC MAINT AGRMT	8/2023	S184-1123	1,770.00
DEPARTMENT TOTAL:						1,785.00
DEPARTMENT: 51		FIRE				
24-0343	01-A0110	ALL SEASON BUILDING SUPPLY	BUILDING REPAIR & MAINT	11/2023	358342	109.73
24-0904	01-C0065	CASCO INDUSTRIES, INC.	ANNUAL UNIFORM ORDER	11/2023	256953	2,683.00
24-1152	01-C0065	CASCO INDUSTRIES, INC.	FIREMAN'S AXE 36" CURVED	11/2023	257089	150.00
24-1030	01-C0306	CANTRELL EXTERIOR FINISHES	REPAIR DRYWALL WEST SIDE	11/2023	9052122	1,150.00
24-0841	01-C1031	CUSTOM IDENTIFICATION	PRODUPASS TAGS/LOCKER TAGS	11/2023	381315	29.95
24-1140	01-C1194	CALVIN WRECKING	TOW E2 TO MYDER FOR REPR	11/2023	23-34190	600.00
24-0319	01-G0040	GENTRY SERVICE & REPAIR,	INMAINTENANCE	11/2023	231621	450.00
24-1166	01-G0040	GENTRY SERVICE & REPAIR,	INREPL TUBE HEATER FILTER	11/2023	231620	430.00
24-1171	01-G0040	GENTRY SERVICE & REPAIR,	INREPLACE A/C IN WORKOUT RM	11/2023	231619	1,925.00
24-0640	01-H0165	HD SUPPLY, INC	CLEANING SUPPLIES	11/2023	773651864	154.08
24-0658	01-N0003	NORTH AMERICAN FIRE EQUIP	MESBA FILL STATION QUICK	11/2023	1241001	1,513.40
24-0430	01-S1015	S&S TEXTILES, INC	UNIFORMS	9/2023	1260	339.38
24-0559	01-S1015	S&S TEXTILES, INC	CLASS C UNIFORM	11/2023	57188	48.00
DEPARTMENT TOTAL:						9,582.54
FUND TOTAL:						79,335.67

FUND: 08 - PD TRAFFIC ENFORCEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41		POLICE ENFORCEMENT				
24-0055	01-D0090	OK DEPT. OF PUBLIC SAFETY	TERMINAL ACCESS	11/2023	LET-012480	585.00
DEPARTMENT TOTAL:						585.00
FUND TOTAL:						585.00

FUND: 14 - STREET/DRAINAGE IMP

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 14		ADMINISTRATION				
24-1175	01-C0108	COWAN GROUP ENGINEERING, LLENGINEERING FEES		11/2023	8072F	533.00
24-1182	01-O0043	ODOM NORTHWEST L.L.C.	PARCEL 3 WTR LN EASEMENT	11/2023	202311290254	23,000.00
DEPARTMENT TOTAL:						23,533.00
FUND TOTAL:						23,533.00

FUND: 17 - JUVENILE FEES

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 41		JUVENILE				
24-0103	01-G0030	GENERAL FUND	TRANSFER TO GENERAL FUND	12/2023	202311290252	4,000.00
DEPARTMENT TOTAL:						4,000.00
FUND TOTAL:						4,000.00

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15		GENERAL GOVERNMENT				
24-0005	01-A2016	APPTGY, INC.	APPTGY THRILLSHARE	12/2023	INV19738	8,446.00
DEPARTMENT TOTAL:						8,446.00
DEPARTMENT: 18		TOWN CENTER				
24-0848	01-N1053	NATIONAL BUSINESS FURNITURE	COUCHES FOR GAME ROOM	11/2023	CW086688-TDQ	3,028.81
DEPARTMENT TOTAL:						3,028.81
DEPARTMENT: 19		BALL COMPLEX				
24-1175	01-C0108	COWAN GROUP ENGINEERING,	LLENGINEERING FEES	11/2023	8072B	2,072.50
DEPARTMENT TOTAL:						2,072.50
DEPARTMENT: 61		STREETS				
24-1175	01-C0108	COWAN GROUP ENGINEERING,	LLENGINEERING FEES	11/2023	8072C	553.00
DEPARTMENT TOTAL:						553.00
DEPARTMENT: 75		SEWER				
24-0003	01-U0034	UNITED TRENCHING	SH152 SEWER LINE RELOCATI	11/2023	202311290258	367,621.50
DEPARTMENT TOTAL:						367,621.50
FUND TOTAL:						381,721.81

FUND: 69 - RISK MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00		ADMINISTRATION				
24-1178	01-M1237	MCBRIDE CLINIC ORTHOPEDIC HWC CLAIM #2022-14		11/2023	202311290253	124.27
DEPARTMENT TOTAL:						124.27
FUND TOTAL:						124.27

DEC 2023 VISA

<u>DEPT</u>		
501	ATTORNEY	\$ 500.00
511	CITY MANAGER	\$ 3,000.00
512	LIBRARY	\$ 8,000.00
513	PARKS & RECREATION	\$ 10,000.00
515	GENERAL GOVERNMENT	\$ 3,000.00
518	TOWN CENTER	\$ 1,000.00
521	FINANCE	\$ 500.00
531	COMM. DEV.	\$ 2,000.00
541	POLICE	\$ 10,000.00
551	FIRE	\$ 10,000.00
TOTAL		\$ 48,000.00

The City Manager has the authority to approve all claim's up to \$50,000 per Ordinance #1153.



Agenda Item No: F.4

Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Julie Slupe

Submitting Department: Library

Item Type: Approval

Agenda Section: CONSENT AGENDA

Subject Title:

Approval to Turn Past Due Library Accounts over to Collection Agency.

Recommendation:

Approve.

Initiator:

Julie Slupe

Background:

Past Due Accounts for November 2023.

Financial Impact:

\$1,283.32

Staff Comments:

Attachments:

[November 2023 Collections City Council Copy.pdf](#)

NAME/RESPONSIBLE PARTY	CITY, STATE, ZIP	BOOK BALANCE
CHELSEY BROWN	MUSTANG, OK. 73064	\$65.39
JACOB DYSINGER	OKLAHOMA CITY, OK. 73127	\$56.97
RACHEL NICOLE EADES	YUKON, OK. 73099	\$54.90
KATHERINE FLORENCE GANO	YUKON, OK. 73099	\$113.38
HEATHER JORDAN IRVIN	MUSTANG, OK. 73064	\$69.94
SHANE AARON MAHONEY	EL RENO, OK. 73036	\$70.96
VERONICA CANTU OVERSTREET	YUKON, OK. 73099	\$61.95
THOMAS T PHAN	YUKON, OK. 73099	\$104.93
HOLLEY ANN ROESLER	HARRAH, OK. 73045	\$123.89
MALENNY SAENZ	OKLAHOMA CITY, OK. 73179	\$120.33
JONATHAN DAVID WILLIAMS	MUSTANG, OK. 73064	\$75.45
JONATHAN DAVID WILLIAMS	MUSTANG, OK. 73064	\$42.35
JONATHAN DAVID WILLIAMS	MUSTANG, OK. 73064	\$20.98
JONATHAN DAVID WILLIAMS	MUSTANG, OK. 73064	\$43.18
VICTORIA WORKMAN	MUSTANG, OK. 73064	\$107.91
FRANCISCO R YULFO	YUKON, OK. 73099	\$150.81
	TOTAL FOR INDIVIDUALS	\$888.60
	TOTAL FOR FAMILY GROUP	\$394.72
	OVERALL TOTAL	\$1,283.32



Agenda Item No: F.5

Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Janet Watts

Submitting Department: Finance

Item Type: Resolution

Agenda Section: CONSENT AGENDA

Subject Title:

Approval of Resolution No. 24-021 making Changes in the Library Fund Budget by Making a Supplemental Appropriation to Increase the 2023-2024 Fiscal Year Budget by \$2,147.

Recommendation:

Approve.

Initiator:

Janet Watts, Finance Director

Background:

The Library Department has been awarded \$2,147 from the Friends of the Mustang Public Library for fiscal year 2024. The grant monies will provide funding for programs and program supplies.

Financial Impact:

\$2,147

Staff Comments:

Attachments:

[Resolution 24-021 - Supplemental Appropriation - Library Fund.pdf](#)

RESOLUTION NO. 24-021

A RESOLUTION TO MAKE CHANGES IN THE LIBRARY FUND BUDGET BY MAKING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 2023-2024 FISCAL YEAR BUDGET BY \$2,147.

WHEREAS, The Library Department has been awarded \$2,147 from the Friends of the Mustang Public Library for fiscal year 2024. The grant monies will provide funding for programs and program supplies;

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:	
State Aid Grants (07-45111)	\$ 2,147
Expenditures:	
State Aid Grants (07-507-5611)	<u>\$ 2,147</u>
Total	<u>\$ 2,147</u>

This is to certify that the above and foregoing Resolution was dully **ADOPTED** and **APPROVED** by the Mayor and City Council this **5th** day of **December 2023**.

Mayor

ATTEST:

City Clerk



Agenda Item No: F.6

Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Janet Watts

Submitting Department: Finance

Item Type: Resolution

Agenda Section: CONSENT AGENDA

Subject Title:

Approval of Resolution No. 24-022 Accepting an In-Kind Donation for a Commercial Playground System.

Recommendation:

Staff recommends acceptance of in-kind donation valued at \$24,280.68 for the Parks & Recreation Department.

Initiator:

Janet Watts, Finance Director

Background:

GameTime has given an in-kind donation valued at \$24,280.68 for the Parks & Recreation Department to purchase a commercial playground system located in Old City Park.

Financial Impact:

\$24,280.68

Staff Comments:

Attachments:

[Resolution 24-022 - In-kind Donation for Commercial Playground Structure.pdf](#)

[2023-GameTime-Grant-Certificate - Mustang.pdf](#)

RESOLUTION NO. 24-022

A RESOLUTION ACCEPTING AN IN-KIND DONATION FOR A COMMERCIAL PLAYGROUND SYSTEM.

WHEREAS, parks provide an increased quality of life and equitable recreational opportunities to a community and;

WHEREAS, GameTime, a Play Core Company, has given an in-kind donation valued at \$24,280.68 for the Parks & Recreation Department to purchase a commercial playground system located in Old City Park.

NOW THEREFORE, THE CITY COUNCIL OF MUSTANG, OKLAHOMA RESOLVES:

That the City of Mustang does hereby accept the in-kind donation.

This is to certify that the above and foregoing Resolution was dully **ADOPTED** and **APPROVED** by the Mayor and City Council this **5th** day of **December 2023**.

Mayor

ATTEST:

City Clerk



A PLAYCORE Company

CERTIFICATE OF GRANT AWARD

This certificate entitles

City of Mustang

to a GameTime Community Champions™
Playground Grant Funding Award of

\$24,280.68

Funds must be claimed, and orders must be received no later than October 27, 2023, and must accompany a qualifying play system purchase. Award may not be combined with any other order or special offer. Other terms and conditions apply. Contact your local GameTime representative at 800-235-2440 for complete details about this grant award.

A handwritten signature in black ink, reading "S. Spencer Cheak".

S. Spencer Cheak
President, GameTime



A PLAYCORE Company



Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Jon Miller

Submitting Department: Law

Item Type: Resolution

Agenda Section: CONSENT AGENDA

Subject Title:

Approval of Resolution No. 24-023, a Resolution of the City Council of the City of Mustang, Oklahoma, Amending Resolution No. 24-001; Adding to the Minimum Fine Schedule for Violations of the City of Mustang Code of Ordinances; Providing for an Effective Date; and Providing for Repealer.

Recommendation:

Approve resolution

Initiator:

Jon Miller, City Attorney

Background:

Section 26-38 of the Mustang Code of Ordinances provides for the adoption by the governing body of a fine schedule for violations of ordinances of the City of Mustang. This resolution amends Resolution No. 24-001 to add three offenses and associated minimum fines.

Financial Impact:

None

Staff Comments:

Staff recommends approval.

Attachments:

[Resolution 24-023 - Minimum Fine Schedule - Amending Res 24-001.pdf](#)

RESOLUTION NO. 24-023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MUSTANG, OKLAHOMA, AMENDING RESOLUTION NO. 24-001; ADDING TO THE MINIMUM FINE SCHEDULE FOR VIOLATIONS OF THE CITY OF MUSTANG CODE OF ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR REPEALER.

THAT WHEREAS, section 26-38 of the Mustang Municipal Code provides for the adoption by the governing body of a fine schedule for violations of the ordinances of the City of Mustang; and,

WHEREAS, a person who is cited for violation of Mustang Municipal Code may elect to pay a fine according to the schedule adopted by the governing body, a copy of which is on file in the office of the Court Clerk; and,

WHEREAS, those persons violating the Mustang Municipal Code are to be given notice of the schedule of fines and penalties adopted by the governing body in the form, of a citation for violation of any such provision; and,

WHEREAS, payment of fines, as provided by this resolution, must be received at the Violations Bureau prior to the date set for court; and,

WHEREAS, payment may only be in cash, personal check, money order, credit card, or cashier's check; and,

WHEREAS, at the time of payment, the person must sign a written plea of guilty or nolo contendere; and,

WHEREAS, in addition to the minimum fine the Municipal Court Clerk shall collect all fees required by applicable Oklahoma State Law and Municipal Ordinance; and

WHEREAS; the City Council adopts the following schedule of penalties and fines for the violation of the Mustang Municipal Codes, to be added to and not in exclusion of the schedule of penalties and fines set forth in Resolution No. 24-001;

BE IT THEREFORE RESOLVED BY THE MAYOR AND THE COUNCIL OF THE CITY OF MUSTANG, OKLAHOMA:

SECTION 1. CONTENT.

1. Resolution number 24-001 is hereby amended to include the following schedule of penalties and fines:

VIOLATION

**ORDINANCE/
STATUTE**

MINIMUM FINE

LIQUOR LAW PROHIBITED ACTS	6-62	\$550.00
TOBACCO-MINOR IN POSSESSION OF	78-370	\$50.00
TOBACCO/NICOTINE/VAPOR 1ST OFFENSE		
TOBACCO-MINOR IN POSSESSION OF	78-370	\$100.00
TOBACCO/NICOTINE/VAPOR 2ND OFFENSE		

2. Implementation and Term.

Subsection 1 of Section 1 above shall be implemented and in effect on or after December 5, 2023, and shall continue in effect thereafter unless or until amended or modified.

3. Effective Date and Payment of Fines and Penalties.

Effective this 5th day of December, 2023, the foregoing fines and penalties, together with those set forth in Resolution No. 24-001, assessed for violations of the provisions of the Mustang Municipal Code are payable in the Violations Bureau upon a written plea of guilty or nolo contendere in the Municipal Court of the City of Mustang, Oklahoma.

SECTION 2. REPEALER.

All Resolutions or parts of Resolutions in conflict herewith are hereby repealed; provided, the schedule of penalties and fines for the violation of the Mustang Municipal Codes set forth herein are to be added to and shall not be in exclusion of the schedule of penalties and fines set forth in Resolution No. 24-001.

PASSED AND APPROVED this 5th day of December, 2023.

THE CITY OF MUSTANG

Brian Grider, Mayor

ATTEST:

Lisa Martin, City Clerk

APPROVED as to form:

Jonathan E. Miller, City Attorney



Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Jon Miller

Submitting Department: Law

Item Type: Approval

Agenda Section: CONSENT AGENDA

Subject Title:

Approval of Interlocal Cooperation Agreement for Municipal Court Jurisdiction Concerning Juveniles between the Oklahoma District Court serving Canadian County, otherwise known as Judicial District 26, District Court of Canadian County, and the Municipal Court of the City of Mustang.

Recommendation:

Approve

Initiator:

Jon Miller, City Attorney

Background:

This Interlocal Cooperation Agreement is an agreement that allows the City of Mustang Municipal Court to exercise jurisdiction over certain juvenile offenses. This allows certain offenses to be dealt with at the local level instead of placing all juveniles into the state system on what may be minor charges. This agreement is identical to the agreement presented annually.

Financial Impact:

Nominal

Staff Comments:

Staff recommends approval.

Attachments:

[Interlocal Cooperation Agreement for Municipal Court Jurisdiction Concerning Juveniles.pdf](#)

**INTERLOCAL COOPERATION AGREEMENT
FOR MUNICIPAL COURT JURISDICTION CONCERNING JUVENILES**

This agreement is made by and between the Oklahoma District Court serving Canadian County, otherwise known as Judicial District 26, District Court of Canadian County, and the Municipal Court of the City of Mustang, under authority of 10A Okla. Stat. §2-2-103, pursuant to which municipal courts are authorized to assume jurisdiction of cases involving children under eighteen (18) years of age charged with violating any municipal ordinance, as agreed by the District Court, the District Attorney and the Municipality.

The express purpose of this agreement is to enable the municipal court to establish, develop, and implement various prevention or early intervention programs for local juvenile misdemeanor offenders. By implementing such a program, the resources available to the District Court can be focused more efficiently on more serious juvenile offenders, including felony offenders and juveniles with significant histories of repeat offenses.

DURATION:

This agreement term shall be in effect upon execution by all parties and shall continue in effect through June 30, 2024. Thereafter this Agreement may be renewed for successive one-year periods corresponding with the City's fiscal year July 1 to June 30. The Agreement shall terminate automatically on June 30 of each year unless the District Court and the governing body of the City renew the Agreement for another year. If either party desires to terminate the Agreement, the terminating party shall notify the other party in writing of its desire to terminate by June 1 of the fiscal year preceding termination.

Either party may request a modification of the agreement by making a written request identifying the desired amendments, or the subject matter thereof, at least forty-five (45) days in advance of the negotiations concerning such amendment.

OBLIGATIONS OF THE CITY:

- 1) The Municipal Court shall assume jurisdiction of offenders who meet the following criteria:
 - a. Are under eighteen (18) years of age;
 - b. Are not presently under the supervision or treatment of the Canadian County District Court system and do not have charges pending there;
 - c. Have been charged for violating any municipal ordinance; and
 - d. Have not been certified as an adult for any purpose pursuant to 10A Oklahoma Statutes §2-2-403 to the best of the City's knowledge.
- 2) Upon conviction or upon admission to a deferred sentence program, punishment and conditions of probation imposed may include any one or more of the following:
 - a. A fine not to exceed the statutory maximum of the Municipal Court;
 - b. Community service work for a governmental entity or charitable trust or nonprofit organization, not to exceed ninety (90) hours, in lieu of or in addition to a fine if the product of multiplying the number of hours of community service work by the prevailing minimum wage, plus any fine imposed, does not result in a number which exceeds the maximum fine authorized by law;
 - c. Restitution; and
 - d. Court costs.
- 3) All municipal arrest and prosecution records for cases involving prosecutions under this contract shall be kept confidential and shall not be open for public inspection except by order of the Municipal

Court or in conformity with the statutes or regulations adopted pursuant to 10 Okla. Stat. §620.6 and 10A Okla. Stat. §2-6-101 et seq.

- 4) If a municipal citation is written to a juvenile meeting the criteria, the Municipal Court hearing date shall be indicated on the citation(s) and notifications of the citation(s) shall be mailed to the parents, guardian, or responsible adult relative of the juvenile. If the juvenile is arrested and meets the criteria set forth under this Agreement, under circumstances where the citation and release procedure would not be appropriate (e.g. intoxication), the City shall make reasonable efforts to locate the parent, guardian, or responsible adult to take custody of the juvenile.
- 5) The Municipal Court shall provide to the District Court law enforcement reports and related documents for all juveniles referred to the District Court for prosecution and all juveniles who will be prosecuted for misdemeanor criminal offenses in the Municipal Court. Reports regarding juveniles who will not be prosecuted in either court shall not be forwarded to the District Court. It is expressly understood that prosecution in Municipal Court will constitute a bar of double jeopardy against any subsequent prosecution in District Court for the same offense.
- 6) In cases of evidence obtained from a custodial interrogation, the Municipal Court shall not admit into evidence, against any youthful offender under the age of sixteen (16) years of age or juvenile, cited or arrested for a municipal charge pursuant to 10A Okla. Stat. §2-2-103, information gained by questioning a juvenile in custody or any evidence subsequently obtained as a result of such information from the custodial interrogation UNLESS the questioning about any alleged offenses by any law enforcement officer or investigative agency, or employee of the court is done in the presence of the parents, guardian, attorney, or legal custodian of the juvenile. No such questioning shall commence until the juvenile and his parents, or guardian, or other legal custodian have been fully advised of the constitutional and legal rights of the juvenile, including the right to have counsel appointed by the court if the parties are without sufficient financial means to employ an attorney.
- 7) The Municipal Court shall appoint legal counsel to represent an indigent juvenile who is prosecuted in Municipal Court if the family of the juvenile is without sufficient financial means to employ an attorney.
- 8) Any juvenile prosecuted under the provisions of this contract shall not be placed in any adult jail, adult lockup, or adult detention facility, subsequent to the juvenile's arrest, nor shall any jail time be imposed as a part of any punishment following conviction.
- 9) All fines generated as a result of prosecution of juveniles under this contract shall be placed in one or more special accounts and used for any purpose authorized by 10A Okla. Stat. §2-2-103 (H).
- 10) The City shall provide the District Court a copy of the most recent audit report of its Municipal Court operations for each year during the life of this contract or any extensions thereof. It is understood, however, that this Agreement does not impose any additional record keeping requirements on municipal governments or officials.

It is agreed and acknowledged by both parties that:

- 1) Court costs which are authorized by law, may be collected, deposited in the City's general fund, and thereafter expended by the City for any lawful purposes.
- 2) The City's jurisdiction over juvenile traffic offenders is not affected by or dependent upon this agreement.

- 3) The District Court may use the disobedience of any Municipal Court Order to determine the appropriateness of District Court Prosecution or appropriate sentencing in the event said juvenile is ever prosecuted on subsequent charges.
- 4) Representatives of the District Court and Municipal Court shall meet periodically to share information and evaluate the success of procedures implemented to prosecute and treat juvenile offenders.
- 5) Since no separate legal entity is created by this agreement, the manner of acquiring, holding and/or disposing of real and personal property used in this joint or cooperative undertaking by each party will be in each parties' individual name and according to the individual policies and procedures of that entity.

STATUS OF VARIOUS EMPLOYEES:

It is understood that any officers or employers of the District Court who take any action relating to this contract have the relationship of independent contractors of the City. Any officers, employees, agents, or subcontractors of the City who take any action relating to this contract have the relationship of independent contractors to the District Court. No joint employment is created by this agreement for any purpose and each party will be solely responsible for the payment of their respective expenses, including, but not limited to, wages, salaries, and consideration paid on subcontracts.

In the event parties need to discuss specific problems, or in the event any notice required under this contract needs to be served, the City may be contacted through the Office of the City Manager, 1501 N. Mustang Road, Mustang, Oklahoma 73064, (405) 376-4521. The District Court may be contacted through the Office of the Chief Juvenile Judge at Gary E. Miller Children's Justice Center, 7905 E. HWY 66, El Reno, Oklahoma 73036, (405) 264-5530.

Since no separate legal entity is created by this agreement, this agreement, shall be administered by a joint board consisting of the City Manager, representing the City, and the District Judge representing the District Court.

This Agreement may be executed in multiple counterparts and, when fully executed, shall constitute a single Agreement.

Dated this ____ day of November, 2023, but effective July 1, 2023.

Presiding Judge of the District Court

Approved by the City Council of the City of Mustang this 5th day of December, 2023, but effective July 1, 2023:

Brian Grider, Mayor

ATTEST:

Lisa Martin, City Clerk
[Seal]

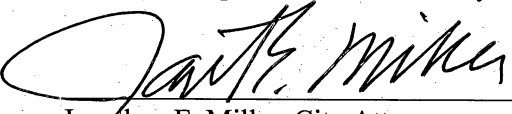
Approved by Juvenile and Municipal Courts:

Bob Hughey, Chief Juvenile Judge Date

R. Steven Huddleston, Municipal Judge Date

Approved as to form and content:

Tommy Humpries, District Attorney's Office



Jonathan E. Miller, City Attorney



Agenda Item No: F.9

Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Ryan Connor

Submitting Department: Community Development

Item Type: Approval

Agenda Section: CONSENT AGENDA

Subject Title:

*Acceptance of Sanitary Sewer Bonds for Project at Clear Springs Rd. and State Highway 152 to Serve Yall's Paw Place.

Recommendation:

Acceptance or Rejection of Bonds

Initiator:

Ryan Conner

Background:

The sanitary sewer line project has been completed for this project to serve the properties on the Southwest corner of S Clear Springs Rd and W State Highway 152. Inspections have been completed and approved. This item was on the Consent Agenda for the regular November meeting but were pulled for inadequate information on the required bond.

Financial Impact:

0

Staff Comments:

Staff recommends acceptance of the bonds in the amount of \$58,446.30

Attachments:

[Yalls Paws Sanitary Sewer Bonds - 11-27-2023.pdf](#)

WATER AND SEWER MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, Grooms & Pollard Utility Services, LLC, as Principal, and RLI Insurance Company as surety, are held and firmly bound unto the CITY OF MUSTANG, a Municipal Corporation, and City of the first class, or the State of Oklahoma, in the full and just sum of Fifty-three Thousand One Hundred, (\$~~33,333.33~~^{53,133.00}), such sum being equal to 110% of the contract price, for a period of two (2) years, 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, jointly and severally, firmly by these presents.

Dated this 24th day of August, 2023. The conditions of this obligation are such that whereas, said Principal has constructed in the CITY OF MUSTANG: Sanitary Sewer to serve Yall's Paw Place all in compliance with the plans and specifications therefore, made a part of said contract and on file at the City Of Mustang and to maintain the said improvement in the amount set forth against any failure due to workmanship or material for a period of 110% for two (2) years from the date of acceptance by the Council of the City of Mustang.

NOW, THEREFORE, if said Principal shall pay or cause to be paid to the City all damages, loss and expense which may result by reason of failure due to defective materials and/or workmanship in connection with said work occurring within a period of two (2) years 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 any 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 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, that said amount ascertained shall not be paid by the Principal or Surety herein, or if the necessary repairs are not made, that said amount shall become due upon the expiration of thirty (30) days and suit may be maintained to recover the amount so determined in 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 from 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 from the plan or mode of procedure herein fixed shall have effect of releasing the sureties, or any of them, from the obligations of this bond.
Water and Sewer Maintenance Bond

IN THE 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: Ruth Adair

Witness: Becky Killman
Becky Killman

Grooms & Pollard Utility Services, LLC
Principal
By: David Pollard Managing Member
RLI Insurance Company
Surety
By: Carey L. Kennemer
Attorney-in-Fact Carey L. Kennemer

Approved as to form this _____ day of _____, 20_____.

City Attorney

REVIEWED AND APPROVED by the Council of the City Of Mustang this
_____ day of _____, 20_____.

Attest: _____
Mayor

City Clerk

SURETY RIDER

TO BE ATTACHED TO AND FORM PART OF
Maintenance Bond

(Type of bond)

Bond Number RCB0048424

IN FAVOR OF City of Mustang

(Obligees)

ON BEHALF OF Grooms & Pollard Utility Services, LLC

(Principal)

EFFECTIVE August 24, 2023

(Original Effective Date)

IT IS AGREED THAT, in consideration of the original premium charged for this bond, and any additional premium that may be properly chargeable as a result of this rider,

1. The Surety hereby gives its consent to:

☒ INCREASE

☐ CHANGE THE NAME OF THE PRINCIPAL

☐ DECREASE

☐ CHANGE THE ADDRESS OF THE PRINCIPAL

☐ CHANGE THE EFFECTIVE DATE

☐ CHANGE THE EXPIRATION DATE

☐ OTHER _____

(of) the attached bond FROM: \$53,133.00

TO: \$58,446.30

EFFECTIVE: August 24, 2023

2. PROVIDED, however, that this attached bond shall be subject to all its agreements, limitations, and considerations except as herein expressly modified, and that the liability of the Surety under the attached bond and under the attached bond as changed by this rider shall not be cumulative.

3. Signed and sealed this 24th day of August, 2023.

ACCEPTED BY:

RLI Insurance Company

SURETY

(TITLE)

By:

Carey L. Kennemer

ATTORNEY-IN-FACT

POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Travis E. Brown, Mark D. Nowell, Christopher W. Webb, Ryan N. Teubner, Deborah L. Raper, Kent Jay Bradford, Kyle Pat Bradford,
Shelli R. Samsel, Dwight A. Pilgrim, Vicki Wilson, Clayton Howell, Austin Greenhaw, Gary Liles, Randy D. Webb, Bobby Joe Young,
Aaron Woolsey, Carey L. Kennemer, Joshua Bryan, jointly or severally

in the City of Oklahoma City, State of Oklahoma its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 26th day of October, 2022.



RLI Insurance Company
Contractors Bonding and Insurance Company

By: Barton W. Davis
Barton W. Davis Vice President

State of Illinois }
County of Peoria } SS

On this 26th day of October, 2022, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Catherine D. Glover
Catherine D. Glover Notary Public



CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 24th day of August, 2023.

RLI Insurance Company
Contractors Bonding and Insurance Company

By: Jeffrey D. Fick
Jeffrey D. Fick Corporate Secretary



GROO&PO-01

STAYLOR

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/24/2023

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 have ADDITIONAL INSURED provisions or 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 Rich & Cartmill, Inc. 9401 Cedar Lake Avenue Oklahoma City, OK 73114	CONTACT NAME: Suzy Taylor		
	PHONE (A/C, No, Ext): (405) 463-7523	FAX (A/C, No):	
	E-MAIL ADDRESS: staylor@rcins.com		
INSURED Grooms & Pollard Utility PO Box 13420 Oklahoma City, OK 73113	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Continental Casualty Co		20443
	INSURER B: National Fire Ins Co of Hart		20478
	INSURER C: Continental Ins Co		35289
	INSURER D: COMPSOURCE MUTUAL INS CO		36188
	INSURER E: COLUMBIA INSURANCE GROUP		27812
	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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X	X	6080037963	3/1/2023	3/1/2024	EACH OCCURRENCE \$ 1,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000	
							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	
B	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X	X	6080037946	3/1/2023	3/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
							BODILY INJURY (Per person) \$	
							BODILY INJURY (Per accident) \$	
							PROPERTY DAMAGE (Per accident) \$	
C	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$	X		6080037932	3/1/2023	3/1/2024	EACH OCCURRENCE \$ 8,000,000	
							AGGREGATE \$ 8,000,000	
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	X	03218930	3/1/2023	3/1/2024	☒ PER STATUTE ☐ 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
E	Pollution Liability			6081445328 6080037963	3/1/2023 3/1/2023	3/1/2024 3/1/2024	Pollution Liability \$ 2,000,000	
							Lease/Rented \$ 700,000	
A	Equipment							

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Project: Industrial Gasket Sewer Line

As required by written contract, subject to policy terms and exclusions, the Certificate Holder, City of Mustang, is included as an Additional Insured as respects General Liability and Auto Liability. As required by written contract, subject to policy terms and exclusions, Waiver of Subrogation applies in favor of Certificate Holder as respects General Liability, Auto Liability and Work Comp.

CERTIFICATE HOLDER

CANCELLATION

City of Mustang 1501 North Mustang Road 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 <i>Bobby J. Young</i>



Grooms & Pollard Utilities

Bid Proposal

THIS AGREEMENT is made and entered into this 21st day of April between **Grooms & Pollard Utility Services**, hereinafter called "Contractor", and **C Jazz LLC** hereinafter called "Owner".

In consideration of the mutual agreements and covenants herein set forth, the parties agree as follows:

1. Contractor agrees to install in and upon the property located at **Yall's Paw Place** in accordance with standard practices and product specifications and will supply all work and materials therefore.
2. Upon receipt, Owner agrees to pay Contractor the total sum of **\$SeeBelow** for the attached scope of work.
3. Contractor agrees to warrant all installation, labor and materials against defective workmanship for a period of **one (1) year** from the date of completion.
4. Contractor agrees to complete the installation within **20** working days of starting date provided however, the Contractor shall not be responsible for delay due to labor strikes, weather or any other reason beyond the Contractor's control. Not included in the bid is the excavation or removal of ledge or rock to obtain required depth for pipe installation, if encountered a renegotiation of price will be in order. Not included is the pumping or cleanup from rain or subsurface water. Not included is the protection of work completed that is damaged by persons other than the contractor.
5. Any alteration or deviation from the provisions herein involving extra cost will be executed only after agreement between the parties and will become an extra charge over and above the amount specified in paragraph 2 herein.
6. Contractor shall be responsible for any loss, damage, or injury caused by Contractor during the installation of said systems.
7. Bid is conditional upon the parties reaching mutually agreeable terms and conditions.

Grooms & Pollard Utility Services, LLC
PO Box 13420, Oklahoma City, OK 73113
405.286.8034, Fax 405.286.8036



Grooms & Pollard Utilities

SCOPE OF WORK

Job: Yall's Paw Place

Base Bid

a) Install of Sanitary Sewer \$53,133.00

Description	Unit	Quantity	Unit Price	Total
8" Sanitary Sewer	LF	127	\$75.00	\$9,525.00
STD 4' Dia Manhole	EA	1	\$5,200.00	\$5,200.00
Extra Depth Manhole	VF	3	\$305.00	\$915.00
8"x6" Wye	EA	1	\$120.00	\$120.00
1/8" Bend	EA	3	\$85.00	\$255.00
6" Riser	VF	11	\$45.00	\$495.00
6" Service Line	LF	42	\$67.00	\$2,814.00
Crushed Rock Bedding	CY	26	\$45.00	\$1,170.00
Type A Backfill	CY	127	\$47.00	\$5,969.00
Trenching Depth 8-10	LF	69	\$19.00	\$1,311.00
Trenching Depth 10-12	LC	58	\$23.00	\$1,334.00
Saw-Cut Remove & Repair Asphalt	SY	178	\$105.00	\$18,690.00
Saw-Cut Remove & Repair Concrete	SY	7	\$115.00	\$805.00
Saw-Cut Remove & Repair Sidewalk	SY	7	\$90.00	\$630.00
Saw-Cut Remove & Repair Curb	SY	10	\$90.00	\$900.00
Manhole Testing	LS	1	\$1,500.00	\$1,500.00
Deflection Test	LS	1	\$1,500.00	\$1,500.00
			SUB TOTAL	\$53,133.00

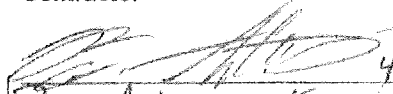
Exclusions

- a) Excludes Erosion Control
- b) Excludes Bonds if required bonds available at 1.5%
- c) Excludes Removal/Replacement of Concrete/Asphalt
- d) Excludes City of Mustang Water and Sanitary Impact/Meter Fees

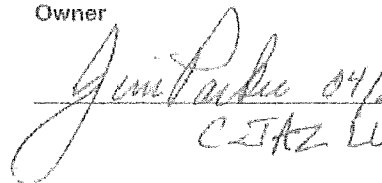
General Notes

- a) Pricing is based on one mobilization
- b) Pricing Includes Staking and Haul off of spoils
- c) Price is valid for 30 days or duration of the project whichever is of the lesser duration

Contractor

 4/26/23
Ben Arthur Estimator

Owner

 04/25/2023
CJAZ LLC

Grooms & Pollard Utility Services, LLC
PO Box 13420, Oklahoma City, OK 73113
405.286.8034, Fax 405.286.8036



Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Ryan Connor

Submitting Department: Community Development

Item Type: Approval

Agenda Section: DISCUSSION ITEMS

Subject Title:

Consideration of Preliminary Plat Application, PP-12-21-22-1-25, The Vineyard Phase 1 , STK Developments LLC, SE corner of E SW 59th St and N Morgan Rd, 84.41 Acres – 208 Single-Family Lots.

Recommendation:

Vote to Approve or Deny Preliminary Plat

Initiator:

Ryan Conner, City Planner

Background:

Planning Commission voted unanimously to recommend approval of the Preliminary Plat dated November 7th, 2023 to the City Council at the regular November 14th meeting.

Project Description:

The applicant, STK Developments LLC, has submitted a Preliminary Plat for property located within the approved Planned Unit Development (PUD) titled "The Vineyard" that was approved by the Planning Commission and City Council in July of 2022. The Vineyard development area is located at the SE corner of E SW 59th St and N Morgan Rd, comprising the entire NW quarter section of land in Section 25 T11N R5W. This Preliminary Plat is the first Phase of the development and consists of only property that was part of the R-1, Single Family zoned areas of the PUD. The R-2 (duplex), C-3 and a few other R-1 zoned areas of the PUD will be developed in Future Phases. Phase 1 of the Vineyard comprises approximately 84.41 acres and 208 Single Family lots.

The area within this phase of The Vineyard will see the entire stretch of the collector street connecting Morgan Rd to 59th St titled "E Vineyard Terr" be constructed along with streets within the three other areas shown in Phase 1. The area in the far SE corner of this Phase has slightly larger sized lots and a gated entry as called out in the approved PUD. The area on the West side of Vineyard Terr is also gated and was described as the quasi-55+ housing area. Streets that are gated are required to be Private Streets according to Section 106-416 of the Municipal Code. That section of the code also describes the standards to which Private Streets are held

to, which are to the same standard as publicly maintained streets. The rest of the lots in this phase meet the minimum R-1 standards with several lots exceeding the 7,200 SqFt minimum requirement.

Multiple variations of this plat have been worked on in the last several months with work-arounds having to be made with drainage calculations and the existing oil and gas well sites. Two of the three oil well sites are still going to be inside the development with access to each site. The PUD called for several other requirements such as the walking trails, sidewalks, and traffic calming devices on the collector street that will be constructed during this phase as shown on the plat. The Clubhouse area will come with future phasing. All other aspects of the Zoning and Subdivision Regulation requirements are satisfied with the submitted proposal.

The City Engineer's office has worked with the developer on the engineering and drainage calculations and given a recommendation for approval. Other City Staff departments have reviewed the submission and given a recommendation of approval as well.

At the November 14th Planning Commission meeting there was one citizen who spoke in protest of the application. That individual noted their displeasure with the original approval of the rezoning/PUD from last year.

Planning Commission added one brief stipulation of approval on the Preliminary Plat to add an additional label of "Common Area C" on the North side of the lots from E Sonoma Terr. This additional label was just for clarification.

Character of Neighborhood: This is a vacant area with Residential areas surrounding the subject property.

Zoning and Uses of Property Nearby: This property is part of the Vineyard PUD and zoned R-1 Single Family, R-2 Two Family, and C-3 Commercial General. The properties to the South are zoned R-1 and the properties to the East and West are mostly zoned A-1 with a few properties on the West side being zoned R-E. The property to the North across SW 59th St is part of the City of Oklahoma City.

Conformance with Long-Range Plan: The long-range plan calls for Regional Estates but is consistent with the approved PUD.

Utilities and Services: The development will utilize and construct public water and sewer along with public streets and stormwater.

Financial Impact:

0

Staff Comments:

Staff recommends approval of the Preliminary Plat

Attachments:

[Vineyard Phase 1 Preliminary Plat 11.07.2023 - 8.5x11.pdf](#)

[Engineer's Recommendation of Approval -The Vineyard.pdf](#)

[Fire Review The Vineyard Phase 1.pdf](#)

[PC Minutes 11-14-2023.pdf](#)

R 5 W
SW 59TH STREET

25

--	--

LOCATION MAP

Thence with a curve turning to the right with an arc length of 607.01

feet, a radius of 730.00 feet, a chord bearing of S 65°42'56" W, chord length of 893.67 feet;

Thence S 89°32'13" W a distance of 840.85 feet;

Thence S 44°33'49" W a distance of 35.37 feet;

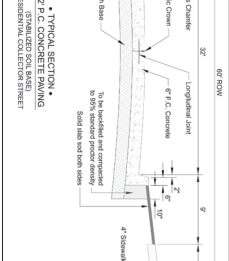
Thence N 00°27'43" W a distance of 110.00 feet;

Thence S 45° 26' 11" E a distance of 35.34 feet;
Thence N 89° 32' 13" E a distance of 840.79 feet;
Thence on a curve turning to the left with an arc length of 372.74 feet, a radius of 670.00 feet, a chord bearing of N 73° 35' 58" E, chord length of 367.95 feet;
Thence N 59° 11' 36" W a distance of 1425.96 feet;

Theresa N.0273.435° W a distance of 93.80 feet;
Theresa N.8926.81° E a distance of 78.32 feet;
Theresa S.5654.45° E a distance of 0.4337 foot;
Theresa N.34.511° E a distance of 0.331 foot;
Theresa N.5097.432° E a distance of 0.46 feet;
Theresa N.4072.927° E a distance of 0.0479 feet;
Theresa N.7825.83° E a distance of 0.754 feet;
Theresa N.8167.633° E a distance of 0.754 feet;
Theresa N.68725.2° E a distance of 0.05 feet;
Theresa N.0270.7° W a distance of 0.19 feet;
Theresa on a tree leaning to the right with an arc length of 136.52 feet, a radius of 1030.0 feet, a chord bearing of N 10° 22'03" W, a radius of 354.74 feet, a chord bearing of 354.74 feet.

Thence N 45° 37' 06" W a distance of 35.36 feet to the Point of Beginning.

607 ROW

[illegible]

26'-0"

1.27" Radius

2 1/2" Perforated Crown

6" P.C. Concrete

6" Stabilized Soil Base

26'-0"

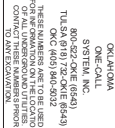
TYPICAL SECTION
CONCRETE PAVING (LOCAL)

208 LOTS
84.41 ACRES

2.46 DU/AC, - 0.40 AC/DU

 MacCr Associates 29 NW, 146th Street - Edmond, OK 73034 C.O. No. 659 Renewal Rate: 06-30-2	INCLUDING LIMIT LINE RIGHT OF WAY UTILITY EASEMENT EXISTING LIMITS OF NO ACCESS
--	--

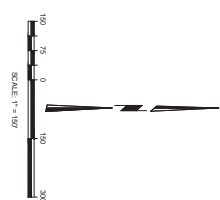
THE VINEYARD PHASE
11/17/2022 9:11 AM



OKLAHOMA
ONE-CALL
SYSTEM, INC.
800-522-OKIE (6543)
TULSA (918) 732-OKIE (6543)
OKC (405) 940-5032

DEVELOPER:
STK HOMES
817 IRISH LANE
EDMOND, OK 73003
(405) 696-7202

UTILITY EXHIBIT OF The Vineyard



MacArthur
Associated Consultants
25 N.W. 146th Street - Edmond, OK 75013 - 405.848.2471
C.O.A. No. 699 Renewal date: 06-30-25



November 7, 2023

Melissa Helsel
Community Development Director
City of Mustang
1501 N Mustang Road
Mustang, OK 73064

**RE: The Vineyard
Mustang, Oklahoma**

Dear Ms. Helsel:

CGE has completed its review of the revised Preliminary Plat and Preliminary Drainage Report for the subject residential development project dated 11/07/2023 (Drainage Report and Preliminary Plat).

Please accept this letter as a formal recommendation of approval of the Preliminary Plat for the Vineyard residential development per the City of Mustang's Regulations and Ordinances.

Thanks for your attention and should you have any questions please contact the undersigned.

Sincerely,

COWAN GROUP ENGINEERING, LLC

A handwritten signature in blue ink, appearing to read 'B. Schwegal'.

Brian Schwegal, PE
Project Manager

BSS/bss

Cc: Max Morris, P.E. – Engineer of Record – Macarthur Associated Consultants

Mustang Fire Department
465 W. SH 152
Mustang, OK 73064



Phone: 405-376-7717
Fax: 405-376-7727
ehalter@cityofmustang.org

MEMORANDUM

TO: Community Development Department

FROM: Eric Halter, Fire Marshal

DATE: September 12, 2023

RE: The Vineyard Phase 1

The Fire Prevention Department has reviewed the plans for The Vineyard Phase 1 and requires the following:

1. Fire Protection Water Supply shall be installed and operational prior to combustibles arriving on site. (IFC 508.1)
2. All access roads and turnarounds shall comply with adopted Appendix D (Fire Apparatus Access Roads) of the IFC. Road widths shall be 26' wide, 28' radius, and cul-de-sac turnarounds shall be 96' in diameter.
3. All Fire apparatus access roads shall not exceed 10 percent in grade. (IFC Appendix D103.2).
4. A hydrant placed in the cul de sac of Cabernet Ter. needs moved to the corner of Cabernet Ter. and Pinot Noir Ter.



5. Fire Hydrant type, color (manufacturer powder coated safety yellow), and installation shall comply with City of Mustang Code of Ordinances NO. 1213 Sec. 118-171. - Fire hydrants. This can be found on the City of Mustang website, through the City Clerk's tab, under ordinances.
6. All water supply lines and fire hydrants shall comply with the City of Mustang Water System Policy.
7. All gated entries onto streets shall have Knox Gate Key Switches for emergency operation access. (IFC 503.6)
8. The Traffic Calming Devices need to be submitted with the specifications prior to installations.

**PLANNING COMMISSION MINUTES
NOVEMBER 14, 2023**

The Mustang Planning Commission met in a regular session on Tuesday, November 14th, 2023 at 7:00 p.m. at the Mustang Municipal Building, City Council Chambers at 1501 N. Mustang Road.

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: Brant O'Daniel, Susan Dobbins, Jesse Bratton, Billy McDaniel, John Gassen.

MEMBERS ABSENT: Brant O'Daniel, Jerry Brown.

STAFF PRESENT: Ryan Conner, Radika Wheeler, Justin Goodwin.

CITY ATTORNEY: Jonathan Miller was in attendance.

IV. APPROVAL OF MINUTES: Commissioner Jesse Bratton made a motion to approve the minutes from the October 17th 2023 meeting. Commissioner John Gassen seconded the motion. The motion was approved unanimously.

V. APPOINTMENTS

1. Appoint a new Commissioner to serve on Traffic Commission to fill vacancy

Commissioner John Gassen made a motion appoint Commissioner Brant O'Daniel to serve as the Planning Commission member on the Traffic Commission. Commissioner Jesse Bratton seconded the motion. The motion was approved unanimously.

VI. INTRODUCTION OF GUESTS AND VISITORS/HEARING OF CITIZENS AND DELEGATES

None.

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

Chairman Billy McDaniel opened the public hearing for the first item.

1. Preliminary Plat – PP-12-21-22-1-25 – The Vineyard Phase 1

Applicant:	STK Developments, LLC
Owner:	STK Developments, LLC
Location:	SE Corner of E SW 59 th St & N Morgan Rd
Current Zoning:	PUD w/ R-1, R-2, C-3 Zoning
Tract Info:	84.41 acres – 208 lots – Phase 1

City Planner, Ryan Conner, addressed the Planning Commission about the submitted item. He explained that the Vineyard Preliminary Plat was submitted by the Applicant and is the first phase of the approved Planned Unit Development (PUD) from July 2022. He said the development is at the SE corner of E SW 59th St and N Morgan Rd. Phase One of this development, which is what this Preliminary Plat covers, is only part of the R-1 Single Family zoned lots and not the R-2 duplex or Commercial lots that will come at a later phase of the development. **Mr. Conner** mentioned that the developer will be constructing the collector street, Vineyard terr, in this phase and will have to work around a couple oil wells that the applicant was not anticipating in the beginning. **Mr. Conner** noted that the only correction needed on this version of the plat after all of the engineering and staff reviews was a small note indicating a strip of land North of Sonoma Terr be labeled as part of Common Area C. **Mr. Conner** said all of the other reviews found the plat worth having staff recommendation for approval.

The Applicant, **Derek Turner**, STK Developments LLC, spoke next to the Commission. **Mr. Turner** said this submission is very similar to the PUD outline and just have the changes on the oil wells that was mentioned in the staff report. He also said there is no issue with the extra labeling for the Common Area C as they were working with an area that was trying to leave existing fencing in the area prior to the future phasing.

Chairman McDaniel next opened the floor to any of the public wishing to speak on the item.

Don Hubbs -2019 E Ensey Terr – addressed the Planning Commission next. He mentioned that his property backs up to this development. He stated he wished to voice his continued displeasure with the Commission and City Council for approving this development. He went through his recollection with the original rezoning process with The Vineyard PUD and that he knows it can't be changed but he still wanted to voice his displeasure with the development. He said he believes it all boils down to tax revenue that the City will be receiving.

Motion by **Commissioner Jesse Bratton** to close the Public Hearing with Commissioner **Brant O'Daniel** seconding the Motion. The Motion was approved unanimously.

Chairman McDaniel said that he knows the Commission looked at the Vineyard PUD extensively before it gave a recommendation for approval last year. He recalled the Council stating that this development could have easily just been built on the other side of 59th St where all of the same issues with traffic would become Mustang's problems so why not have it to where Mustang could have some control over how the development functions.

Commissioner Bratton asked if the Memo in the Staff Report from the Fire comments were noted by the developer and if those items need to be mentioned in a motion.

Mr. Conner answered saying that those comments were received by the developer and don't need to be mentioned in the Motion because they would be requirements for the development regardless because of the Fire Marshall's authority to regulate the

International Fire Code and related regulations.

A motion was made by **Commissioner Jesse Bratton** to recommend approval with the added comment of labeling Common Area C as mentioned in discussion previously. **Commissioner Brant O'Daniel** seconded the Motion. The motion was approved unanimously.

Chairman McDaniel shared to the audience that the item will next be heard by the City Council at the December 5th regular meeting.

2. Discussion on adding future Planning Commissioner trainings to upcoming meetings.

Mr. Conner spoke to the Planning Commission briefly asking about adding future training sessions at upcoming meetings and how the City Attorney, **Jonathan Miller** and staff could prepare these topics.

Mr. McDaniel thought that would be a great idea and how these future sessions should be limited in time, maybe 15 minutes, and be considered to not be held when the agendas look longer with regular business items.

Mr. Miller said many of these topics can be short and go into detail on specific topics in 15 min sessions.

Commissioner Susan Dobbins asked if **Mr. Miller** already had a list of topics.

Mr. Miller said he did not yet but could start curating one with mini topic ideas spread over the course of a year.

Mr. McDaniel said he thought this would be a great idea and encouraged staff to start looking into adding these.

The Commission was in agreement to let Staff start planning the future sessions.

VIII. NEW BUSINESS

None.

IX. COMMISSIONER, STAFF COMMENTS

Commissioner Bratton thanked Commissioner O'Daniel for stepping into the Traffic Commission role.

X. ADJOURNMENT: Commissioner Bratton made a motion to adjourn. **Commissioner Gassen** seconded the motion, which was approved unanimously. The meeting was adjourned at 7:23 pm.

CHAIRMAN

DATE

SECRETARY



Mustang City Council Agenda Item Report

Meeting Date: December 5, 2023

Submitted by: Jon Miller

Submitting Department: Law

Item Type: Approval

Agenda Section: MATTERS FOR EXECUTIVE SESSION

Subject Title:

Consideration of In re the Expungement of the Criminal Records of Steven Coy Bruno, Case No. CV-2021-415, Canadian County District Court, State of Oklahoma; and, proposed Executive Session as authorized by 25 Okla. Stat. 307(B)(4).

Recommendation:

Enter into executive session for discussion

Initiator:

Jon Miller, City Attorney

Background:

Adjourn to executive session for discussion.

Financial Impact:

Not calculated

Staff Comments:

Staff recommends adjourning to executive session for discussion, and taking any appropriate action after hearing report and discussion.

Attachments: