

**TO: THE HONORABLE MAYOR AND COUNCIL
CITY OF MUSTANG**

**FROM: TIMOTHY D. ROONEY
CITY MANAGER**

RE: CITY MANAGER'S REPORT

DATE: December 1, 2023

“May you never be too grown up to search the skies on Christmas Eve.”

- Unknown

MANAGERIAL:

FESTIVAL OF TREES – On Monday, December 4, 2023, help kick-off the holiday season with this community event held from 6:00 to 8:00 PM at Mustang Town Center. The event is predominantly outdoors as we count down to light the large outdoor tree, then pop inside for a meet and greet with Santa Clause. The evening will have live entertainment, face painting, balloon twisting, picture opportunities with a giant snow globe, food trucks, and more. This year there is also Tree Fest Market inside in the Banquet Facilities to help fulfill those difficult items on wish lists. This is a free event that is open to the public.

HOLIDAY CLOSURES – During the busy end of the year and the start of a new one, there are many holiday closures that impact day-to-day operations. All of the information as to what is closed, what is open, and when you need to have the trash at the curb is listed below:

- Sunday, December 24, 2023 - Christmas Eve - All City Facilities will be closed.
- Monday, December 25, 2023 - Christmas Day - All City Facilities will be closed on Christmas. For residential customers that normally have refuse service on a Monday, your service is moved to Saturday, December 23, 2023, so be sure to have your polycart to the curb by 7:00 AM.
- Tuesday, December 26, 2023 - Day After Christmas - All City Administrative Offices - including the Library - will be closed. The Recreation Center will open at Noon. Refuse services will also run as normally scheduled so be sure to have your polycart to the curb by 7:00 AM.
- Monday, January 1, 2024 - New Year's Day - All City Facilities will be closed. Refuse services will run as normally scheduled so be sure to have your polycart to the curb by 7:00 AM.
- Monday, January 15, 2024 - Martin Luther King Day - All City Administrative Offices - including the Library - will be closed. The Recreation Center will operate as normally scheduled. Refuse services will operate as normally scheduled so be sure to have your polycart to the curb by 7:00 AM.

JANUARY CITY MEETINGS – As a reminder, the January meeting of the City Council will occur on January 9, 2024 at 7:00 PM in the City Council Chambers adjacent to City Hall. If needed, the January meeting of the Planning Commission will occur on January 16, 2023 at 7:00 PM in the City Council Chambers adjacent to City Hall.

ASSISTANT CITY MANAGER:

PROJECT UPDATES – The following updates are provided for various projects, including ongoing Capital Projects:

- Sara Road Widening – The widening of Sara Road from State Highway 152 to Southwest 59th Street has been completed. This project was included in the Sales Tax Extension approved by voters on August 23, 2016.
- Rose Hill Asphalt Overlay – The mill and overlay of S. Owen Drive has been completed.
- State Highway 152 Utility Relocation Projects – Contractors have started relocating water lines, a lift station, and sanitary sewer lines along State Highway 152 in preparation for the ODOT project that will improve the section of State Highway 152 between Clear Springs Blvd. and Frisco Rd. Most of the work during the relocations will occur within the right-of-way outside of the roadway, though minor impacts to traffic are anticipated during the project. Utility relocations are anticipated to be completed early next year. More information on the ODOT project along State Highway 152 can be found on ODOT's website in their 8-year construction plan, which can be found at the following link. <https://oklahoma.gov/odot/programs-and-projects0/8-year-construction-work-plan.html>
- Surveyors in Mustang -The City of Mustang has contracted with Cowan Group Engineering to survey its current manholes and sewer piping. Work began in October, 2023. Some residents may see the surveyors walking through neighborhoods and in utility easements. Cowan Group surveyors will wear vests and drive vehicles marked "Cowan Group." Should you have any questions, please contact Mustang City at (405) 376-4521.
- Southwest 89th Street (State Highway 4 to Mustang Road) – Engineers have completed the design for the expansion of Southwest 89th Street. The project will begin once Sara Road is completed to avoid significant construction on two-section line roads. The project includes all of Southwest 89th Street between Mustang Road and State Highway 4, the far south portion of Mustang Road from the railroad tracks south to Southwest 89th Street, and Southwest 89th Street just east of State Highway 4, creating a new five-lane interchange. On September 5, 2017, Mustang City Council passed a resolution for a traffic signal to be located at the intersection of State Highway 4 and Southwest 89th. The traffic signal will be part of the Southwest 89th Street expansion. Southwest 89th Street will become a four-lane road for the mile section and improve the intersections at each section line to five lanes. This project was included in the Sales Tax Extension approved by voters on August 23, 2016. The intersection at State Highway 4 and Southwest 89th is scheduled to be bid out in February 2024.

COMMUNITY DEVELOPMENT:

PLANNING COMMISSION – The Planning Commission will not meet in December due to a lack of agenda items.

BOARD OF ADJUSTMENT – The Board of Adjustment will not meet this month due to a lack of agenda items.

TRAFFIC COMMISSION – The Traffic Commission will meet on Wednesday, December 6, 2023 to discuss the following item:

- Discussion regarding traffic controls within the Lowe's complex.

MONTHLY REPORTS – Reports from the Community Development Department and Code Enforcement for the month of October are attached for your information and review.

NEW BUSINESS ACTIVITY – The following is a brief overview of new business activity within the City of Mustang:

- Mustang Tire and Wheel has applied for a business license at 1001 W State Highway 152 for retail tire sales and auto repair.
- Unwritten Therapy Solutions, a physical therapy office, has applied for a business license for 501 N Mustang Road, Suite E.
- Zick Custom Designs has applied for a license to do vinyl vehicle wrapping and custom powder coating at 1160 S Sara Road, Unit 404.

COMMERCIAL PROJECTS – The following is a brief overview of ongoing commercial projects in Mustang:

- Plans have been received for the remodel of the OnCue Convenience Store at Sara Road and State Highway 152. The owners plan to add a grill area.
- Tenant finish-out plans have been received for one of the suites in the Hunter Terrace Retail Shell building at 1233 E State Highway 152. The plans are for an Integris Clinic.
- Intrust Bank at 500 N Mustang Road has submitted plans for an interior remodel of their offices.
- Permits have been issued for Chili's Restaurant at 1245 E State Highway 152. The building will be 5,136 square feet and will be located at the northwest corner of State Highway 152 and N Hunker Terrace. Work has not yet begun on the building.
- Flex Space permits have been issued for 220 N Chisholm Trail Way. The site will include 12 warehouse type units on 1.4 acres. All three buildings are now up and two of the structures are past the framing stage. The Fire Department has done their 50% walk-through. Paving is taking place and is approximately 75% complete. Plans have been received for a tenant remodel in two suites in the south building.
- Permits have been issued for Hunker Terrace Retail Shell. The building will be 10,010 square feet and include 4 lease units. It is located at 1233 E State Highway 152 in the Mustang Marketplace Addition. Inspectors are waiting for the electrical and construction finals.
- Construction on Wondervan Pops at 408 S Symes Lane is almost complete. The building is 6,000 square feet. Final inspections are pending.

City Manager's Report
December 1, 2023
Page 4 of 13

- Permits have been issued for Panda Express Restaurant, which is being built in the new Mustang Marketplace Addition, just east of the Wal-Mart Property. The building itself will be approximately 1,350 square feet. The slab has been poured and stormwater infrastructure is being installed.
- Permits have been issued for Tommy's Express Car Wash at 432 E State Highway 152. Part of the parking lot is being repaved and driveways are ready to be poured. Contractors have finished framing on the building.
- Fiestas Mexicanas will be located at 216 N Mustang Mall Terrace. The project is complete. The restaurant has a temporary certificate of occupancy pending additional sprinkler heads.
- Work continues on a commercial/industrial building at 1233 E Highline Lane. The driveway, approach and sidewalks have been poured. Brick is being laid on the front of the building and final inspections are pending.
- Wal Mart's 30,000 square-foot addition to their drive through/pick up area at 951 E State Highway 152 is complete. The addition has a certificate of occupancy. The robotic equipment is pending.

SUBDIVISIONS – The following is a brief overview of subdivision activity in Mustang:

- A Preliminary Plat has been received and is under review for The Vineyard Addition at the southeast corner of Morgan Road and E SW 59th Street.
- A residential Preliminary Plat has been approved for a subdivision titled Hidden Lake Estates. It contains 213 single-family lots on 75.73 acres. The area is northeast of the Wal Mart property.
- A Final Plat has been approved for Mustang Highlands, a Duplex Community northeast of Wal-Mart, east of Locke Supply. The plat contains 22 lots on 7.71 acres for 44 dwelling units
- A final plat for Wild Horse Canyon 3 has been approved. The plat contains 108 lots. Water and Sewer line testing has been approved. Paving has begun.

LOT INVENTORY – A breakdown of the current lot availability within the City of Mustang is included below:

Subdivision	Available Lots	Total Number of Lots
Crystal Springs	2	118
Gabe's Crossing	18	27
Hunter's Hill 4	7	35
Hunter's Hill 5	68	68
Hyde Park Addition	8	34
Magnolia Trace 6	2	34
Prairie Hills 1	6	110
Spitler Lake Estates 2	5	58
Spitler Lake Estates 3	40	50
Wild Horse Canyon	3	74
	159	608

*City Manager's Report
December 1, 2023
Page 5 of 13*

FINANCE:

FINANCIAL REPORTS - Included in the City Manager's Report are the monthly (un-audited) financial reports ending October 31, 2023, and sales tax report for November, 2023.

The General fund had a positive month of \$679,863 and positive YTD of \$577,095. The ending balance as a percentage of annual revenues (cash reserve) was 19.56% (prudent goal is to keep this amount at no less than 10-15% of annual revenues).

The Mustang Improvement Authority had a positive month of \$60,610 and positive YTD of \$1,432,908 which excludes the construction projects. The ending balance as a percentage of annual revenues (cash reserve) was 27.08%. The construction projects (2016, 2017, 2020, and 2020A notes) are reflected towards the bottom of the financials. Please keep in mind the encumbrance allocated to Lone Hickory Cattle for \$1,033,033 (SH152 waterline relocation, ODOT J/P 27901).

Sales tax reporting for November, 2023 reflects \$1,234,088.30 which is a positive of \$9,088.30 or a positive of .70% to monthly projection. Use tax reporting for November, 2023 was \$176,333.95.

QUADIENT MAILING SYSTEM – City Hall has changed from Pitney Bowes to a Quadient iX-7 Series Mailing System to increase processing speeds and provide a variety of weighing and stacking options. The system has an easy-to-use color touchscreen. The pricing was provided by State of Oklahoma State contract #SW1008Q.

AP&T OF US AND CANADA – The Association of Public Treasurers of the United States and Canada has selected Ms. Janet Watts, Finance Director, to serve on their International Board of Directors. This is quite an honor for the Finance Director from a municipality with less than 25,000 citizens to be selected to serve on this Board and speaks to Ms. Watts' reputation among peers in her profession. Congratulations Janet!

GFOA AWARD – The Government Finance Officers Association of United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Mustang for its Annual Comprehensive Financial Report for the fiscal year ending June 30, 2022. Only twelve cities in Oklahoma have achieved this distinguished award. Members of the Finance Department will be recognized at the January 9, 2024 regular meeting of the City Council on receiving this honor.

FIRE:

FIRE PREVENTION SHOWS - Mustang Fire Department's Fire Prevention Shows are directed by Fire Marshal Eric Halter. This yearly effort to teach young and old alike about the importance of Fire Safety and Prevention would not happen if MFD members did not actively engage and commit to making a difference.

This program has been able to make an impact well beyond the city limits of Mustang. In total, MFD went to 9 Mustang Public Schools and provided 1 home school presentation; delivering a total of 19 shows to reach approximately 6,000 children. A fire safety test was developed by an

City Manager's Report
December 1, 2023
Page 6 of 13

MPS curriculum developer and administered to all 2nd-4th grade students within the MPS district. The test was given both before and after the Fire Prevention shows. The tests revealed an average 25% increase in fire safety knowledge per school as a result of attending a show put on by Mustang Fire Department. This information is significant and supports the efforts invested in this program.

In addition to the shows, the Fire Prevention Department was active during the month of October, with a Facebook smoke detector challenge, coloring contest, posting of fire safety signage at local venues, running a commercial on the jumbotron and passing out footballs and bracelets at MHS football games, as well as conducting interviews with local news media. The Mustang Fire Department would like to thank the City of Mustang for its support and would also like to thank everyone who participated in the contests!

ACTIVITIES AND EVENTS - The following is a summary of current or recent activities and events at the Fire Department:

- National Fire Academy EMS Quality Management - EMS Coordinator, Battalion Chief Sprague and Assistant EMS Coordinator, Lt. Setliff attended EMS Quality Management at the National Fire Academy. This class delves into the many different aspects of delivering quality pre-hospital EMS care to the citizens served by the Mustang Fire Department.
- Fire Officer III - Members of the Mustang Fire Department recently completed Fire Officer III. This is a Chief Officer level course which required students to complete a task book of skills at the Fire Department administrator level. The course was scheduled over five weeks, with the last week being utilized for IFSAC testing.
- Fire Dynamics - Mustang Fire Department recently hosted an "Introduction to Fire Dynamics" course. Members of the Mustang Fire Department along with members from departments from around the state participated. This course covered thermodynamics, heat transfer, and fire pattern development. Students were able to apply knowledge learned through a hands-on practical laboratory. This class was taught by ATF agent Mr. Chad Oubre.
- Fill the Bus - Many folks may have passed by the Fire station and wondered why we have a bus parked in the parking lot. This bus is to advertise for the "Fill the Bus" program, a partnership between Mustang Public Schools and the Mustang Fire Department. Battalion Chief Andy Willrath helped start this program many years ago to gather toys for those less fortunate. The toys raised through this partnership go to Santa's Toy Shop where families can go and get Christmas gifts for their children. This is a wonderful outreach that annually aids over 500 families and blesses over 900 children over the holiday season. Mustang Fire Department wants to thank MPS and all of the students that raise a staggering number of toys for this program each year!

HUMAN RESOURCES

EMPLOYEE ANNIVERSARIES – The following employees achieve important employment anniversaries with the City of Mustang during the month of December:

City Manager's Report
December 1, 2023
Page 7 of 13

- Kelly Gitchel Police 31 years
- Buddy Corbin Fire 20 years
- Chris Barton Fire 17 years
- Mike Buckley Parks & Rec 15 years
- Cheryl Lones Police 11 years
- Michele Ellis Parks & Rec 9 years
- Laura Jackson Parks & Rec 8 years
- Shannon Willis Parks & Rec 8 years
- MaKaylin Huff Parks & Rec 8 years
- Kelly Walbaum Finance 3 years
- Jazreale Wright Police 1 year

LIBRARY:

ADULT PROGRAMS AND ACTIVITIES – (Adults 18+) The following is a brief overview of current, upcoming, or recently offered Adult Programs and activities at the Library. Register online at <https://events.getlocalhop.com/mustang-public-library/organization/37zbMBk1NK/>

- Senior Bowling* – Saturday, December 2, 2023 at 2:00 PM. Come enjoy the new Switch Bowling Game for Seniors.
- Paperbacks & Playdates Book Club – Friday, December 8, 2023 at 10:00 AM. This is a low-pressure book club for adults. You are welcome to bring your children with you. We will have a play area set up for them. Read a book from the same genre each month. This month: Dystopian.
- Planning for Spring Gardens* – Monday, December 11, 2023 at 6:00 PM. Join the Wildhorse Garden and learn how to get your garden ready for spring.
- Coffee & Crafting – Friday, December 15, 2023 at 4 PM. Using decals and decorations, make a cute decoration for your door.
- Adult Cooking* – Monday, December 18, 2023 at 10:30 AM. Join Donna from OSU OKC Extension Office to learn how to make healthier soups and stews. This program is held in the Active Adults Center.
- Brown Bag Book Club – Tuesday, December 19, 2023 at 11:30 AM. Bring your own lunch and discuss *The Color of Our Sky* by Amita Trasi.
- Geeky Cauldron Book Club – December 21, 2023 at 6 PM. A book club for adults who still love reading Young Adult books. Limited copies of books are available through the library, so please plan accordingly. This month: *Eragon* by Christopher Paolini.

ALL AGES EVENTS – The following is a brief overview of current, upcoming, or recently offered Family Programs and activities at the Library. Register online at www.mustangpubliclibrary.eventbrite.com

- Lego Club – Tuesday, December 5, 2023 at 6 PM. Put together creations based on this month's challenge: Winter Wonderland.
- Holiday Card Making – Thursday, December 14, 2023 at 6:00 PM. Create your own holiday cards with our blank cards and craft supplies.

City Manager's Report
December 1, 2023
Page 8 of 13

- Chess Club – Saturday, December 2 & 16, 2023 at 11:00 AM. Come and enjoy this come-and-go event. We will have chess boards out for anyone to play. All ages and experience levels are welcome.
- Holiday Gift Wrapping – Friday, December 22, 2023 from 10:00 AM to 5:00 PM. Use our space to wrap your presents away from peeping eyes. Limited supplies provided. You are welcome to bring your own supplies.

TEEN PROGRAMS AND ACTIVITIES – (Grades 6-12) The following is a brief overview of current, upcoming or recently offered Teen Programs and activities at the Library. Events are on Thursdays at 4:30 PM unless otherwise noted. All supplies for programs are provided. Please register online at www.mustangpubliclibrary.eventbrite.com

- Dungeons & Dragons: – December 7, 2023. Take up a weapon and defeat various foes. Create your own character or utilize premade characters to join the campaign. If interested, email sbarnard@cityofmustang.org.
- Holidays Around the World – December 14, 2023. We will learn about December holiday traditions, games, and foods from all over the world.
- Straw Hat Pirates Anime Club – December 21, 2023. Join us for our monthly anime club. Each month we will watch anime and try out Asian snacks.
- Teen After Hours – Friday, December 22, 2023 at 6:30 PM. It is time for our 5th Annual Pancake & Pajama Party. Join us for a movie in your PJs, pancakes, and lots of toppings.

TWEEN PROGRAMS AND ACTIVITIES – (Grades 3-5) The following is a brief overview of current, upcoming, or recently offered Tween Programs and activities at the Library. Events are on Mondays at 4:30 PM. Register online at www.mustangpubliclibrary.eventbrite.com

- Rainbow Fruit Skewers*: December 4, 2023. Join Donna from the OSU-OKC Extension Office and learn how to make this delicious, healthy snack.
- Pearler Bead Ornaments – December 11, 2023. Use melty magic to create an ornament that can hang anywhere.
- Pop & Palette – December 18, 2023. Wear clothes that can get messy and come ready to relax and paint while you are lead in step-by-step instructions by artist, Anne Morales.

ELEMENTARY PROGRAMS AND ACTIVITIES – (Grades K-2) The following is a brief overview of current, upcoming, or recently offered Elementary Programs and activities at the Library. Events are on Wednesdays at 4:30 PM. Register online at www.mustangpubliclibrary.eventbrite.com

- S.T.E.A.M Team – December 6, 2023. Explore topics in Science, Technology, Engineering, Art, and Math every month through hands-on activities or experiments. This month: Cup Towers.
- Fiction Fanatics: December 13, 2023. Join us for our big kid story time. This month's theme: Snowflakes.
- Movie Day – December 20, 2023. Come enjoy a winter movie with us.

City Manager's Report
December 1, 2023
Page 8 of 13

INFANT, TODDLER, & PRESCHOOL PROGRAMS AND ACTIVITIES – Children will listen to stories, enjoy songs and rhymes, and/or participate in a craft activity. All programs take place in the education room of the library and require registration unless noted.

- Preschool Story Time – Mondays at 9:30 AM & 11:00 AM
December 11, 2023 Holiday Party (9:30 AM only)
December 18, 2023 Santa Story Time (9:30 AM only)
- Mother Goose – Wednesdays at 9:30 AM, 10:30 AM & 11:30 AM
- Music & Movement – Tuesday, December 12, 2023 at 10:00 AM & 11:00 AM
- Process Art: Salt Snow Flakes – Tuesday, December 19, 2023 at 11:00 AM
- Baby Goose – Thursday, December 7, 2023 at 10:00 AM
- Mother Goose at Night: Thursday, December 21, 2023 at 5:45 PM

**Programs are provided in conjunction with Health Literacy Grant Funds provided by the Oklahoma Department of Libraries and the Institute of Museum and Library Services.*

COOKIE CRAWL - The library will be participating in the Mustang Chamber of Commerce's Cookie Crawl December 1, 2, & 4, 2023. Tickets are \$10 and are on sale at the Mustang Chamber of Commerce Office located at 1401 N. Mustang Road or the Burlap Buffalo.

LIBRARY BOARD – The next meeting of the Library Board will be conducted on Thursday, January 25, 2024, at 5:15 PM.

LIBRARY DISPLAY – Come see the Winter Lego Creations by Mustang Lego Club in our display for the month of December.

RESOURCES – The following is a review of unique resources available to the public through the Mustang Public Library:

- Copying, faxing, printing, and computer use.
- The library also offers study rooms on a first come, first serve basis.
- The library's Education Room is available for a nominal fee. If you have any questions, please contact Julie Slupe at jslupe@cityofmustang.org.

PARKS:

DEPARTMENT ACTIVITIES – The following is a brief overview of activities occurring within the Parks and Recreation Department:

- Breakfast with Santa – December 9, 2023 – Reserve a table for your family to enjoy a breakfast of pancakes and sausage provided by IHOP for only \$30 per table that will seat a maximum of 8 family members per table. As part of each reservation receive a picture with Santa for each attending child, write a letter to Santa, games, craft, and don't forget to take home reindeer feed. Pre-registration is required and space is limited.

For information on all Parks and Recreation events, please go to
www.cityofmustang.org/o/parks

RECREATION CENTER – The following is an overview of the Recreation Center operations:

- The Recreation Center was visited 16,856 times during the month of November, 2023.
- Open Pickleball
 - Mondays 10:00 AM – 1:00 PM
 - Wednesdays and Fridays 9:00 AM - 12:00 PM
 - Sundays 1:00 – 5:00 PM
- Open Volleyball
 - Youth Volleyball - Tuesdays 4:00 - 6:15 PM
 - Adult Volleyball – Thursdays 6:00 – 8:30 PM and Saturdays 9:00 AM – 5:45 PM
- Pick Up Basketball Games
 - 9 – 14 year-olds Mondays 5:00 – 8:00 PM
 - 15 years and up Wednesdays and Fridays 5:00 – 8:00 PM
- Rock Wall – Hours
 - Mon – Fri 5:00 – 8:00 PM
 - Sat 9:00 AM – 5:00 PM
 - Sun 2:00 – 5:00 PM
- Personal Training
 - Personal Training sessions are available at the Recreation Center for \$30 per session. For an additional \$10 you can bring a buddy. Call 376-3411 to reserve a spot.
- Drop-in Childcare – Drop-in Childcare is offered for children from 6 months to 8 years of age at the Recreation Center. Please see the website for hours. www.cityofmustang.org/o/parks
- Fitness
 - Sleigh the Bells LIIT Mix Class – . This class is free for first time participants or included with a membership to the gym. Anyone ages 13+ is welcome to take the class, please bring a yoga mat. There is no registration required. For more information contact us at 405-376-1297 or email apatten@cityofmustang.org
 - Fitness Classes in October had 2,663 attendees.
 -

For information on passes and rates, please go to
www.cityofmustang.org/o/parks

ADULT PROGRAMS – The following is an overview of adult programming activities and services:

- Acrylic Art Painting – December 12, 2023 – This free acrylic art painting class is in the Active Adult Center at 9:30 AM. Anyone age 18+ is welcome to take the class. All supplies are provided and participants will be painting a Christmas scene called Christmas Joy. No previous experience needed; the teacher will show the class step by step how to complete the painting. For more information call 405-376-1297 or email apatten@cityofmustang.org

- Active Adults Center 55+
 - The American Legion is currently accepting donations for the Veterans Nursing Home from now until December 18, 2023. Items will be taken to the Clinton Veterans Home for Christmas. Items can be dropped off in the Active Adult Center during normal hours of operation. They would like to have items such as body wash, lotion, shampoo, hairbrushes, razors, etc. For a complete list of items or for more information please contact the Active Adult Center at 405-376-1297 or email apatten@cityofmustang.org
 - Aging Services Food Service serves lunch for ages 60+ with a suggested \$2.00 donation. To reserve a meal, contact Aging Services at 405-376-9874. Meal reservations are due the business day before, by noon. Copies of the lunch menu are available in the Active Adult Center or go to <https://5il.co/29qde> or via email by contacting Ashley Patten at apatten@cityofmustang.org
 - In November, the Active Adult Center served 1,197 people for lunch provided by Aging Services.
 - Over 2,496 Active Adults participated in a variety of activities including music, games and group activities.
 - The Active Adult Center for 55+ goes on a variety of trips each month. These trips include museums, restaurants, craft shows, music shows, and more. A calendar of these trips can be obtained at <https://5il.co/29qdd> or via email by contacting Ashley Patten at apatten@cityofmustang.org
 - A Veteran's Service Representative from the Oklahoma Department of Veterans Affairs will be on site on Mondays from 8:30 AM – 4:00 PM. Representative Allen Jacobson can advise and aid veterans and families to obtain state and federal benefits. No appointment necessary.

For a complete list of programs and activities at the Active Adult Center 55+ go to <https://5il.co/29qdc> or email clyman@cityofmustang.org for a calendar via email.

SPORTS COMPLEX AND FACILITIES – The following is a brief overview of the sports complex and facilities:

- Recreation Center
 - Rising Star 4 & 5 year old Basketball League is made up of 16 teams. Games begin December 2, 2023.
- Softball & Baseball Complex
 - Fields are under renovation during the winter months.
- Mustang Youth Baseball and Softball
 - Youth baseball and softball spring league sign-ups will begin on Saturday, December 2, 2023. To sign-up go to <https://www.mustangyouthsports.com>

For more information about sports go to www.cityofmustang.org/o/parks or email Blake Dickson at bdickson@cityofmustang.org

YOUTH AND FAMILY PROGRAMS – The following is a brief overview of youth and family programs and services:

- Winter Break Camp – December 20, 2023 - January 4, 2024 – While Mustang Public Schools are out for Winter Break there will be a Mini Camp held from 7:30 AM to 5:45 PM for grades Pre-K to 5th Grade. This camp will be split into 3 different sessions to allow parents to choose which weeks their child will attend. The first session is December 20-22, 2023, the second session will be held December 27-29, 2023, and the third session will be January 2-o 4, 2024. All three sessions are \$75 per child per week. All kids will be able to participate in games, crafts, and activities. Preregistration is required and space is limited.
- Kid's Holiday Cookie Decorating – December 21, 2023 – Bring your kids to come decorate cookies while our Parks and Recreation elves clean up all the mess. While this is not an instructional decorating class, kids will be able to get creative with icing and sprinkles with all supplies provided. There are three available time slots at 11:00 AM, 4:30 PM, and 6:00 PM. Pre-registration is required at only \$5 per participating child. Space is limited.
- The Polar Express – December 22, 2023 - Come watch The Polar Express with us while wearing your merriest Christmas pajamas and even bring pillows and blankets if you would like. Hot chocolate provided by Bubba's 33 and popcorn will be served for free during the movie. Doors will open at 6:00 PM and the movie will begin at 6:30 PM. The movie is free; however, space is limited and registration is required.

PARK PROJECTS – The following is a brief overview of projects going on throughout the City parks:

- Brittany's Play Adventure – The new restroom has been completed and will open soon. Replacement seats for swing have been replaced and parts for the broken Merry-Go-Round have been received and will be replaced soon.
- Old City Park – Contracts for the new playground have been completed.
- Meadows Park – The park remains closed until final improvements to the walking trail are complete.

POLICE:

PERSONNEL - The following is a brief overview of personnel transitions within the Police Department:

- Recruit Zachary Abdelhadi has completed field training.
- Recruit Christopher Green is progressed through phase 4 of field training and was released November 30, 2023.
- Recruit Jazreale Wright successfully completed the CLEET basic police academy and is progressing well in phase 3 of field training.
- Kelly Gitchel will be retiring December 28, 2023 after 31 years of dedicated service to the City of Mustang. Staff will host a reception in her honor on December 28, 2023 at 2:00 PM at the Police Department.

TRAINING - The following is a brief overview of training within the Police Department:

- Officer Trujillo, Sergeant Connolly, Lieutenant Carpenter, Lieutenant Wilson, Lieutenant Duncan, Captain Mangrum, Captain Collins, Captain Gibson and Deputy Chief Wallace completed Pistol Mounted Optics Transition School. This marks the completion of the Department's transition to MRDS handguns.
- Sgt. Burnett, Sgt. Roecker, Lt. Meadows and Chief Groseclose attended Glock Armorer school.

SPECIAL PROJECTS - The following is a brief overview of special projects within the Police Department:

- Staff are currently hosting the FBI Law Enforcement Executive Development Association's Trilogy Leadership Training program; the third block of instruction will be the Executive Leadership Institute beginning December 4, 2023. Lieutenants Meadows, Carpenter and Duncan will be attending. In exchange for hosting this training, there is no cost for Mustang officers to attend.
- Shop with an Officer has been scheduled for December 16, 2023. Staff is excited to give back to the community through this Holiday family outreach program.

MONTHLY POLICE STATISTICS – The Call Report for FY 2023-24 through October is included on the following page, as well as a comparison to the previous year.

*City Manager's Report
December 1, 2023
Page 13 of 13*

FY 24	July	Aug	Sept	Oct	Totals
Collisions	19	39	54	39	151
Calls	1,477	1,593	1,565	1,637	6,272
Incidents	141	180	163	182	666
Arrests	44	45	45	56	190
Citations	260	398	248	279	1,185
Traffic Stops	414	455	363	403	1,635
ACO Calls	2	13	36	40	91
ACO Incidents	-	-	1	-	1
ACO Arrests	-	-	-	-	-
ACO Citations	-	2	1	1	4
ACO Tasks	205	316	200	184	905
Flock Calls	18	14	14	13	59
Flock Cases	4	4	3	3	14
Flock Arrests	4	3	3	2	12

FY 23	July	Aug	Sept	Oct	Totals
Collisions	42	44	58	52	196
Calls	1,661	1,748	1,781	1,577	6,767
Incidents	183	177	195	165	720
Arrests	56	45	76	40	217
Citations	589	281	337	251	1,458
Traffic Stops	384	468	384	365	1,601
ACO Calls	27	46	5	9	87
ACO Incidents	-	-	-	-	-
ACO Arrests	-	-	-	-	-
ACO Citations	2	-	1	2	5
ACO Tasks	165	214	223	298	900
Flock Calls	-	-	-	-	-
Flock Cases	-	-	-	-	-
Flock Arrests	-	-	-	-	-

ATTACHMENTS:

1. Community Development Monthly Report for October, 2023.
2. Code Enforcement Monthly Report for October, 2023.
3. Financial Reports for Period Ending October 31, 2023 and Sales Tax for November, 2023.

The next City Manager's Report will be available on or before January 5, 2024

**CITY OF MUSTANG
COMMUNITY DEVELOPMENT
SUMMARY OF PERMITS/INSPECTIONS/DEPOSITS FOR OCTOBER 2023**

INSPECTIONS COMPLETED	TOTAL INSPECTIONS	CASH COLLECTION SUMMARY	TOTAL DEPOSITS
COMMERCIAL BUILDING	4	ANIMAL LICENSES / FEES	\$356.00
RESIDENTIAL BUILDING	23	LICENSES	\$18,971.20
DRIVEWAY	5	INSPECTION FEES	\$550.00
CONSTRUCTION	28	DEEDS/PLATS/SPLITS/VARIANCES	\$0.00
ELECTRICAL	64	PERMITS	\$14,816.50
MECHANICAL	29	STATE PERMIT FEES	\$351.00
PLUMBING	63	DONATIONS - ANIMAL SHELTER	\$0.00
BUSINESS LICENSE	5	GENERAL FUND MISCELLANEOUS	\$1,586.00
SIGN	1	CPR TRAINING CLASSES	\$0.00
TOTAL	222	PARK DEVELOPMENT FEES	\$150.00
		CONVENIENCE FEE	\$262.50
		WATER METER FEE	\$410.00
		WATER / SEWER INSTALL FEE	\$780.00
		WATER / SEWER CONNECT FEES	\$2,300.00
		MIA MISCELLANEOUS	\$0.00
		SEWER IMPACT FEE	\$1,000.00
		UTILITY DEPOSITS	\$225.00
		GRAND TOTAL	\$41,758.20
		PERMIT FEES COLLECTED	TOTAL DEPOSITS
PERMITS ISSUED	TOTAL PERMITS	COMMERCIAL BUILDING	\$0.00
RESIDENTIAL BUILDING PERMITS	3	RESIDENTIAL BUILDING	\$2,489.85
RESIDENTIAL PLUMBING PERMITS	13	CONSTRUCTION	\$1,069.00
RESIDENTIAL MECHANICAL PERMITS	11	DEMOLITION	\$0.00
RESIDENTIAL ELECTRICAL PERMITS	13	DRIVEWAY	\$1,676.00
COMMERCIAL BUILDING PERMITS	0	COMMERCIAL ELECTRICAL	\$6,605.26
COMMERCIAL PLUMBING PERMITS	5	RESIDENTIAL ELECTRICAL	\$1,152.44
COMMERCIAL MECHANICAL PERMITS	6	FLOOD PLAIN	\$0.00
COMMERCIAL ELECTRICAL PERMITS	15	COMMERCIAL MECHANICAL	\$2,337.00
FIRE PROTECTION SYSTEM PERMITS	0	RESIDENTIAL MECHANICAL	\$1,048.35
SWIMMING POOL PERMITS	0	COMMERCIAL PLUMBING	\$272.50
STORM SHELTER PERMITS	3	RESIDENTIAL PLUMBING	\$838.10
OTHER BUILDING PERMITS	10	SEPTIC	\$200.00
OCCUPANCY PERMIT	3	SIGN	\$865.00
BUSINESS LICENSE	135	WATER METER	\$3,290.00
BEVERAGE LICENSE		WATER WELL	\$50.00
CONTRACTORS LICENSE		TOTAL	\$21,893.50
SECURITY ALARM	2		
SEMI TRACTOR PERMIT	1		
SPECIAL EVENT PERMIT	0		
SOLICITORS LICENSE	2		
MOBILE FOOD VENDOR	2		
TOTAL PERMITS ISSUED	224		



CITY OF MUSTANG
COMMUNITY DEVELOPMENT OFFICE
1501 N. MUSTANG RD.
MUSTANG, OK 73064
(405) 376-9873

November 28, 2023

CODE ENFORCEMENT COMPLAINTS FILED FOR OCTOBER 2023

<u>COMPLAINT</u>	<u>COMPLAINTS FILED</u>	<u>COMPLETED</u>	<u>PENDING</u>
GRASS/WEEDES	14	12	2
TRASH	33	20	13
INOPERABLE VEHICLE	1	0	1
PARKED ON FRONT LAWN	0	0	0
OTHER	4	4	0
TOTAL	52	36	16

PROPERTIES ABATED - 0 = \$0

PROPERTIES POSTED – 3

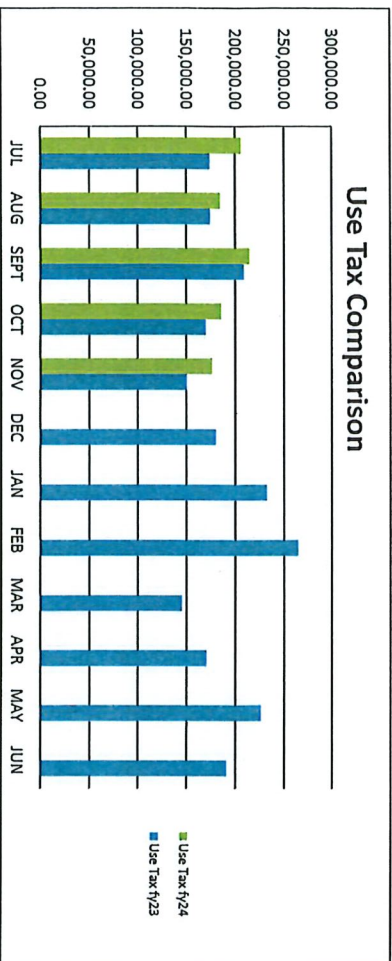
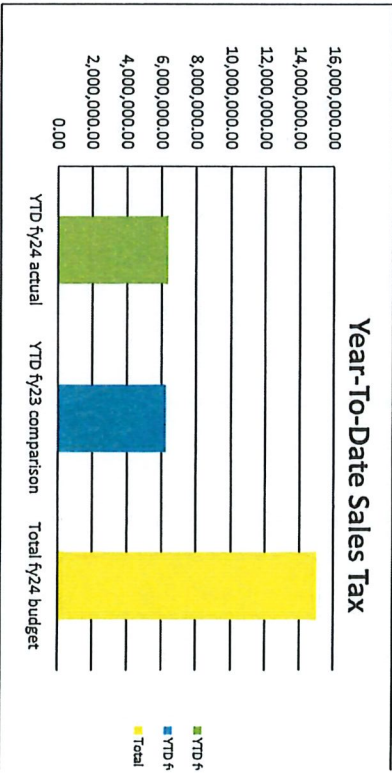
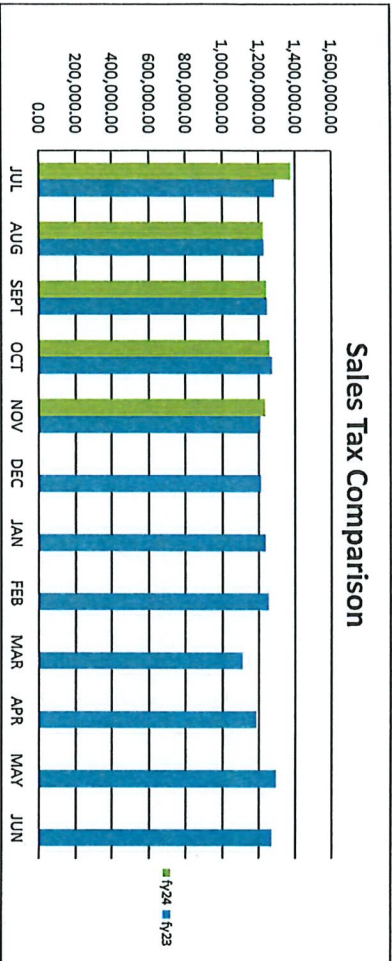
CITATIONS ISSUED – 0

ILLEGAL SIGNS PULLED – 114

CITY OF MUSTANG
 CODE ENFORCEMENT MONTHLY REPORT
 OCTOBER 2023

ADDRESS	DATE	GRASS	TRASH	INOP VEH	POFL	OTHER	CLOSED
2305 E Pincric Ter	10/02/2023	1					10/15/2023
1450 W Agate Way	10/03/2023	1					10/10/2023
112 E Juniper Ln	10/08/2023		1				
140 E Juniper Ln	10/08/2023			1			10/31/2023
130 E Perry Ln	10/08/2023			1			
923 S Brookview Ln	10/08/2023			1			10/26/2023
308 E Carson Ln	10/09/2023			1			10/31/2023
409 E Meadow Ct Ln	10/09/2023			1			
719 S Lewis Ln	10/09/2023			1			10/15/2023
753 W Shepherd Dr	10/09/2023	1					10/15/2023
209 S Meadow Ln	10/10/2023			1			
413 S Meadow Ln	10/10/2023			1			10/18/2023
813 S Meadow Ln	10/10/2023			1			10/18/2023
704 S Linden Ct Ln	10/11/2023			1			10/20/2023
417 E Linden Ln	10/11/2023			1			10/19/2023
624 E Linden Ln	10/11/2023			1			10/18/2023
516 E Juniper Ln	10/12/2023			1			10/20/2023
1515 E Streeter Ln	10/12/2023			1			
416 E Mobile Ter	10/12/2023			1			
405 E Mobile Ter	10/12/2023			1			
704 S Castle Ridge Ln	10/13/2023				1		
706 N Morgan Rd	10/15/2023			1			
605 N Country Club Ter	10/15/2023			1			
533 N Country Club Ter	10/16/2023			1			
1412 N Mae Ter	10/16/2023			1			10/23/2023
Ditch on Cedar Branch Way West	10/16/2023			1			10/23/2023
1631 E Twin Brook Ter	10/17/2023			1			10/26/2023
248 W Maple Branch Way	10/17/2023	1		1			10/24/2023

Mustang's Revenue Comparison November 2023



CITY OF MUSTANG
GENERAL FUND
FISCAL YEAR 2023-2024
Statement of Revenues & Expenditures
As of October 31, 2023

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
REVENUES:				
Charges for Services	\$ 117,755	\$ 496,186	\$ 1,380,000	35.96%
Taxes and Franchise	1,678,277	6,473,207	18,719,000	34.58%
Licenses and Permits	36,537	121,822	341,500	35.67%
Fines	25,855	112,780	303,000	37.22%
Miscellaneous	73,591	323,929	711,100	45.55%
Reserved Carryover	-	-	6,995,853	0.00%
TOTAL REVENUES	<u>1,932,016</u>	<u>7,527,924</u>	<u>28,450,453</u>	<u>26.46%</u>
EXPENDITURES:				
Mayor and Council	8,927	48,459	80,110	60.49%
City Attorney	17,804	80,728	298,074	27.08%
Information Technology	11,694	48,020	160,415	29.93%
City Manager	69,314	319,349	1,027,059	31.09%
Library	31,204	146,608	486,583	30.13%
Parks and Recreation	84,354	386,725	1,266,490	30.54%
General Government	40,888	565,276	1,965,260	28.76%
Increase to Fund Balance	-	-	7,234,636	0.00%
Town Center	28,875	119,609	412,210	29.02%
Ball Complex	44,212	232,007	790,464	29.35%
Aquatics	4,760	166,612	375,045	44.42%
Finance	64,391	272,459	835,439	32.61%
Community Development	44,591	189,888	651,965	29.13%
Police	278,334	1,236,684	4,055,936	30.49%
Animal Welfare	14,494	90,634	287,397	31.54%
Support Services	43,430	179,738	629,140	28.57%
Fire	247,658	1,099,034	3,638,078	30.21%
Streets	(5,005)	47,413	214,300	22.12%
TOTAL EXPENDITURES	<u>1,029,925</u>	<u>5,229,242</u>	<u>24,408,601</u>	<u>21.42%</u>
REVENUES OVER EXPENDITURES	<u>902,091</u>	<u>2,298,681</u>	<u>4,041,852</u>	<u>56.87%</u>
TRANSFERS IN (OUT):				
Transfers in	1,061,463	3,485,032	11,394,148	30.59%
Transfers out	<u>(1,283,691)</u>	<u>(5,206,618)</u>	<u>(15,436,000)</u>	<u>33.73%</u>
TOTAL TRANSFERS	<u>(222,228)</u>	<u>(1,721,586)</u>	<u>(4,041,852)</u>	<u>42.59%</u>
NET CHANGE IN FUND BALANCE	<u>679,863</u>	<u>577,095</u>	<u>-</u>	
FUND BALANCE (GAAP Basis)				
Beginning Balance (Audited)		8,607,195		
Ending Balance		<u>\$ 9,184,290</u>		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		7,216,962	7,000,000	
Ending Balance		<u>\$ 7,794,057</u>	<u>\$ 7,000,000</u>	

CITY OF MUSTANG
GENERAL FUND
FISCAL YEAR 2023-2024
Balance Sheet
As of October 31, 2023

Notes:

	<u>YEAR TO-DATE</u>	
ASSETS:		
Cash	\$ 4,027,399	Cash on hand
Petty Cash	850	Discretionary funds for expenditures not sensible to process check
Cash on Hand	3,350	Cash drawers
Investments	3,593,159	Certificate of deposits
		Sales & use tax, and other intergovernmental shared revenues measurable at year-end.
Due from Other Governments	2,342,416	Collectible within 60 days after 6/30)
		Franchise tax (alcohol, utilities, excise, motor vehicle, tobacco) revenue accruals measurable at year-end
Franchise Tax Receivables	152,866	
Municipal Court Receivables	475,416	Municipal court revenue (fines) accruals measurable at year-end
Inventory	62,426	Year-end inventory on-hand (office supplies, concessions-aquatic/ball fields, Silver Star)
Other Receivables	3,906	Grant and miscellaneous accruals at year-end
TOTAL ASSETS	<u>10,661,789</u>	
LIABILITIES:		
Prepaid License & Permits	13,632	Prepayment of licenses/permits received by contractors (deferred revenue)
Accounts Payable	87,655	Money owed by City to its suppliers
Payroll Payable	220,942	Payroll deductions, tax expenses, and benefits owed
Deferred Revenue Court	378,419	Court revenue received yet judge has not ruled
Escrow Payable	9,152	Escrow holding for SYMES Detention Pond
Escrow Payable	937	Escrow holding for Wildhorse Sidewalk
TOTAL LIABILITIES	<u>710,738</u>	
CAPITAL:		
Reserve for Encumbrance	203,444	Encumbrance recognized towards budget - Cash Savers Incentive
Reserve for Encumbrance	725,000	Encumbrance recognized towards budget - Atwoods Incentive
Fund Balance	8,445,512	Fund Balance Equity
TOTAL CAPITAL	<u>9,373,956</u>	
EXCESS REVENUES OVER EXPENSES:	<u><u>577,095</u></u>	Gain or Loss

**CITY OF MUSTANG, OKLAHOMA
GENERAL FUND
FOUR MONTHS ENDED OCTOBER 31, 2023**

	GENERAL FUND		
	BUDGET	YTD ACTUAL	% OF BUDGET
BEGINNING FUND BALANCE	\$ 7,000,000	\$ 7,216,962	
REVENUES			
EXPENDITURES	\$ 28,450,453	\$ 7,527,924	26%
	\$ (24,408,601)	\$ (5,229,242)	21%
REVENUES OVER (UNDER) EXPENDITURES BEFORE TRANSFERS	\$ 4,041,852	\$ 2,298,681	
TRANSFERS IN	\$ 11,394,148	\$ 3,485,032	31%
TRANSFERS OUT	\$ (15,436,000)	\$ (5,206,618)	34%
NET TRANSFERS	\$ (4,041,852)	\$ (1,721,586)	
INCREASE (DECREASE) TO BEGINNING FUND BALANCE	\$ -	\$ 577,095	
ENDING FUND BALANCE	\$ 7,000,000	\$ 7,794,057	
	\$ 7,000,000	\$ 7,794,057	
ENDING BALANCE AS A PERCENTAGE OF ANNUAL REVENUES	17.57%	19.56%	

The end of October 2023 represents 33.33% of the fiscal year. This % is a basic measure of where the Fund should be year to date

This represents the amount by which fund revenues exceed expenditures prior to net transfers (subsidies) from/to other funds.

This indicates the Fund has received revenues and transfers to date that exceeds

This amount reflects the uncommitted fund balance at the end of the month. This amount should never go below \$0 per State law.

Indicates the current budget, as amended, plans on spending more than it takes in; thereby, increasing the fund balance by the end of the fiscal year by this amount.

This amount is considered the Fund's unappropriated cash reserves. Fiscally prudent goal is to keep this amount at no less than 15-20% of annual revenues.

MUSTANG IMPROVEMENT AUTHORITY - OPERATING FUND
FISCAL YEAR 2023-2024
Statement of Revenues & Expenses
As of October 31, 2023

	MONTH TO-DATE	YEAR TO-DATE	BUDGET	PERCENT OF BUDGET
OPERATING REVENUES:				
Sales Tax	1,259,929	5,106,370	15,000,000	34.04%
Water	401,410	1,750,441	4,330,000	40.43%
Wastewater	218,802	846,126	2,600,000	32.54%
Sanitation	238,734	939,059	2,655,000	35.37%
Sanitation-Restricted	1,171	4,602	14,000	32.87%
Recycling	6,303	25,344	75,000	33.79%
Tree Limb Removal	1,108	6,783	20,000	33.92%
Ambulance	32,568	130,282	390,000	33.41%
Other fees	66,115	250,859	878,000	28.57%
Interest & other	48,708	492,670	657,050	74.98%
Reserved Carryover	-	-	9,945,215	0.00%
Auction Surplus	-	-	100	0.00%
TOTAL OPERATING REVENUES	2,274,846	9,552,536	36,564,365	26.13%
OPERATING EXPENSES:				
General Government	62,429	285,779	1,000,000	28.58%
Fund Balance Reserve	-	-	8,775,182	0.00%
Water	236,896	901,216	4,577,468	19.69%
Sewer	84,056	332,894	1,249,715	26.64%
Sanitation	119,040	485,884	1,547,000	31.41%
TOTAL OPERATING EXPENSES	502,422	2,005,772	17,149,365	11.70%
REVENUES OVER EXPENSES	1,772,425	7,546,764	19,415,000	
TRANSFERS IN (OUT)				
Transfers in	-	-	200,000	0.00%
Transfers out	(1,711,815)	(6,113,856)	(19,615,000)	31.17%
TOTAL TRANSFERS	(1,711,815)	(6,113,856)	(19,415,000)	31.49%
NET INCOME (LOSS)	60,610	1,432,908	-	
WORKING CAPITAL - Beginning Balance		8,524,117		
WORKING CAPITAL - Ending Balance		9,957,025		
2016 CONSTRUCTION LOAN				
Restricted Carryover (2016 Note)	-	-	1,174,000	0.00%
Expenditures of 2016 Projects	-	-	(1,174,000)	0.00%
TOTAL 2016 REVENUE NOTES	-	-	-	
2017 CONSTRUCTION LOAN				
Restricted Carryover (2017 Note)	-	-	733,290	0.00%
Expenditures of 2017 Projects	(2,734)	(5,189)	(733,290)	0.71%
TOTAL 2017 REVENUE NOTES	(2,734)	(5,189)	-	
2020 PROCEEDS AND EXPENDITURES				
Restricted Carryover (2020 Note)	-	-	1,190,292	0.00%
Expenditures of 2020 Projects	-	(144,154)	(1,190,292)	12.11%
TOTAL 2020 REVENUE NOTES	-	(144,154)	-	
2020A REFINANCING 2014B AND EXPENDITURES				
Restricted Carryover (2020A Note)	-	-	9,665	0.00%
Expenditures of 2020A Projects	-	(2,000)	(9,665)	20.69%
TOTAL 2020 REVENUE NOTES	-	(2,000)	-	
TOTAL NET INCOME (LOSS) - INCLUDES NOTES	57,876	1,281,565	-	

CITY OF MUSTANG
MUSTANG IMPROVEMENT AUTHORITY
FISCAL YEAR 2023-2024
Balance Sheet
As of October 31, 2023

Notes:

	<u>YEAR TO-DATE</u>	
ASSETS:		
Cash	5,099,179	Cash on hand
Petty Cash	600	Discretionary funds for expenditures not sensible to process check
Depository Cash	1,250	Cash in depository account (imprest account)
Utility Billing ACH	100	ACH utility payments
2016 Construction Fund	1,173,928	2016 construction fund (project account) - EOC land (partial), street Impv (partial), playground, TC exp (partial), WWTP C&D
2017 Construction Fund	733,222	2017 construction fund (project account) - EOC construction (partial), upgrade dispatch system, public safety vehicles/equipment, widening Sara Rd, 89th widening (partial), overlay residential streets, splash pad, animal shelter, lighting (2) soccer fields, market place
2020 Construction Fund	1,046,135	2020 construction fund (project account) - Sewer lift station, belt filter press, sewer basin, sewer line project, arsenic treatment skids, county line water tower improvements and drainage projects
2020A Construction Fund	7,781	2020A construction fund (refinancing of 2014B project account) - S. Mustang Road
Accounts Receivable	520,408	Utility services rendered to customers for payment
Unbilled Receivables - Audit	728,760	Utility accounts receivables earned at year-end and not yet received
Allowance for Doubtful Accounts	(12,038)	Allowance for uncollectible accounts receivable at year end
A/R - Unapplied Credits	(37,053)	Unapplied transactions on customer A/R waiting to be applied i.e. customer paying more than what is owed
Investments	4,853,261	Certificate of deposits
Property, Plant and Equipment	63,259,783	Long-term operating assets used by Authority. The City's capitalization threshold is \$5,000
Accumulated Depreciation	(29,030,837)	Represents the expired value of an asset
Construction in Progress	1,511,314	Costs of construction work, not yet recorded
Inventory	57,018	Year-end inventory on-hand (public works)
Other Receivables	71,819	Grant and miscellaneous accruals at year-end
Deferred Outflow - ARO	2,596,240	GASB 83 - WWTP Retirement Obligation
TOTAL ASSETS	<u>52,580,871</u>	
LIABILITIES:		
Accounts Payable	141,491	Money owed by Authority to its suppliers
Asset Retirement Obligation	2,765,560	GASB 83 - WWTP Retirement Obligation
TOTAL LIABILITIES:	<u>2,907,050</u>	
CAPITAL:		
Contributed Capital	1,495,189	Capital assets donated to the Authority
Fund Balance	46,897,067	Equity
TOTAL CAPITAL	<u>48,392,256</u>	
EXCESS REVENUES OVER EXPENSES:	<u>1,281,565</u>	

**CITY OF MUSTANG, OKLAHOMA
MUSTANG IMPROVEMENT AUTHORITY
FOUR MONTHS ENDED OCTOBER 31, 2023**

	MUSTANG IMPROVEMENT AUTHORITY FUND		
	BUDGET	YTD ACTUAL	% OF BUDGET
BEGINNING FUND BALANCE	\$ 8,000,000	\$ 8,524,117	
REVENUES			
EXPENDITURES	\$ 36,564,365	\$ 9,552,536	26%
REVENUES OVER (UNDER) EXPENDITURES BEFORE TRANSFERS	\$ (17,149,365)	\$ (2,005,772)	12%
TRANSFERS IN	\$ 19,415,000	\$ 7,546,764	
TRANSFERS OUT	\$ 200,000	\$ -	0%
NET TRANSFERS	\$ (19,615,000)	\$ (6,113,856)	31%
INCREASE (DECREASE) TO BEGINNING FUND BALANCE	\$ (19,415,000)	\$ (6,113,856)	
ENDING FUND BALANCE	\$ -	\$ 1,432,908	
ENDING BALANCE AS A PERCENTAGE OF ANNUAL REVENUES	\$ 8,000,000	\$ 9,957,025	
2016, 2017, 2020, & 2020A RESTRICTED	21.76%	27.08%	
2016, 2017, 2020 & 2020A PROJECT EXPENDITURES	\$ 3,107,247	\$ -	
TOTAL NET INCOME (LOSS) - INCLUDES CONSTR NOTES	\$ (3,107,247)	\$ (151,343)	
	\$ 8,000,000	\$ 1,281,565	

Amount of unrestricted and unobligated cash and investments carried over from the end of the prior year.

Indicates the current budget, as amended, plans on spending more than it takes in; thereby, increasing the fund balance by the end of the fiscal year by this amount.

The end of October 2023 represents 33.33% of the fiscal year. This % is a basic measure of where the Fund should be year to date compared to budget.

This represents the amount by which fund revenues exceed expenditures prior to net transfers (subsidies) from/to other funds.

This indicates the Fund has received revenues and transfers to date that exceeds

This amount reflects the uncommitted fund balance at the end of the month. This amount should never go below \$0 per State law.

This amount is considered the Fund's unappropriated cash reserves. Fiscally prudent goal is to keep this amount at no less than 15-20% of annual revenues.

MONTHLY OPERATING STATEMENT

For the Month Ending October 31, 2023

Mustang Improvement Authority
1501 N. Mustang Road
Mustang, OK 73064

Operating Revenue:

Water sales	401,410
Wastewater treatment charges	218,802
Refuse and recycle sales	246,208
Tree Limb Removal	1,108
Ambulance	32,568
Other fees	66,115
Auction Surplus	-
TOTAL OPERATING REVENUE	966,209

Operating Expenses:

Operating & maintenance	203,097
General & administrative	232,384
Purchased water	69,675
Capital outlay	-
TOTAL OPERATING EXPENSES	505,156

NET OPERATING INCOME (LOSS) **461,053**

Non-operating income (expenses):

Interest income	38,149
Sales tax	1,259,929
Miscellaneous	10,559
Transfers In	-
TOTAL NON-OPERATING INCOME	1,308,637

NET INCOME BEFORE OPERATING TRANSFERS **1,769,690**

Operating transfers out **1,711,815**

NET INCOME (LOSS) **57,876**

Monthly Debt Payments: *Included in transfers

Oklahoma Water Resources Board - 2009	21,519
Revenue Note 2016	96,629
Revenue Note 2017	86,789
Revenue Note 2020	12,235
Revenue Note 2020A	90,946
TOTAL MONTHLY DEBT PAYMENTS	308,119

City of Mustang
 Monthly Sales Tax Revenues
 Five Year Comparison

	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
Jul	\$ 1,378,867.49	\$ 1,288,315.31	\$ 1,109,162.30	\$ 1,126,293.44	\$ 976,001.89
Aug	1,224,504.99	1,227,397.16	1,114,534.20	1,110,574.08	1,001,708.05
Sep	1,243,068.11	1,245,616.92	1,105,675.97	1,045,197.54	975,436.60
Oct	1,259,929.04	1,272,688.74	1,162,800.86	945,785.37	969,534.14
Nov	1,234,088.30	1,207,197.00	1,091,410.06	1,107,171.22	953,160.17
Dec		1,213,212.51	1,122,514.50	919,427.87	955,393.06
Jan		1,267,375.22	1,163,230.73	1,013,662.47	977,207.87
Feb		1,255,351.39	1,219,286.13	976,014.57	962,627.48
Mar		1,112,938.81	1,009,468.36	976,927.06	857,802.11
Apr		1,185,947.39	1,099,212.34	935,320.71	870,971.55
May		1,295,251.63	1,194,667.26	1,216,057.50	1,006,840.75
Jun		1,269,049.90	1,212,457.66	1,157,286.40	1,060,555.68
	<u>\$ 6,340,457.93</u>	<u>\$ 14,840,341.98</u>	<u>\$ 13,604,420.37</u>	<u>\$ 12,529,718.23</u>	<u>\$ 11,567,239.35</u>
AVG	1,268,091.59	1,248,243.03	1,133,701.70	1,044,143.19	963,936.61
% increase	1.59%	10.10%	8.58%	8.32%	0.95%
Projected Increase	(8,499,884.05)	1,235,921.61	1,074,702.14	962,478.88	109,135.21

City of Mustang
Sales Tax Report
Budget to Actual Comparison
November 8, 2023

	Actual Collections		Budget Projections		Over (Under) Projection	
	Amount	Percent	Amount	Percent	Amount	Percent
Jul	\$ 1,378,867.49	9.2%	\$ 1,300,000	8.7%	\$ 78,867.49	6.1%
Aug	1,224,504.99	8.2%	1,235,000	8.2%	\$ (10,495.01)	-0.8%
Sep	1,243,068.11	8.3%	1,260,000	8.4%	\$ (16,931.89)	-1.3%
Oct	1,259,929.04	8.4%	1,280,000	8.5%	\$ (20,070.96)	-1.6%
Nov	1,234,088.30	8.2%	1,225,000	8.2%	\$ 9,088.30	0.7%
Dec						
Jan						
Feb						
Mar						
Apr						
May						
Jun						
Totals	<u>\$ 6,340,457.93</u>	<u>42.3%</u>	<u>\$ 6,300,000</u>	<u>42.0%</u>	<u>\$ 40,457.93</u>	<u>0.6%</u>
Average	\$15,217,099		\$15,000,000			

City of Mustang
Sales Tax Report
Two Year Comparison
November 8, 2023

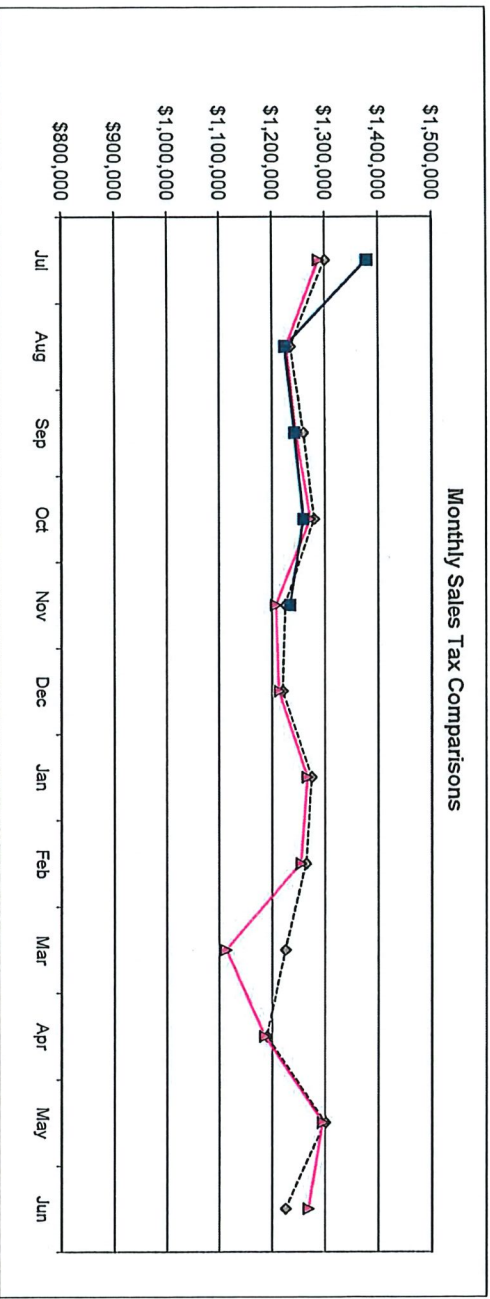
	Fiscal 2023-24		Fiscal 2022-23		Increase or (Decrease)	
	Amount	Percent of Budget	Amount	Percent of Budget	Amount	Percent
Jul	\$ 1,378,867.49	9.2%	\$ 1,288,315.31	8.6%	\$ 90,552.18	7.0%
Aug	1,224,504.99	8.2%	1,227,397.16	8.2%	(2,892.17)	-0.2%
Sep	1,243,068.11	8.3%	1,245,616.92	8.3%	(2,548.81)	-0.2%
Oct	1,259,929.04	8.4%	1,272,688.74	8.5%	(12,759.70)	-1.0%
Nov	1,234,088.30	8.2%	1,207,197.00	8.0%	26,891.30	2.2%
Dec						
Jan						
Feb						
Mar						
Apr						
May						
Jun						
Totals	<u>\$ 6,340,457.93</u>	<u>42.3%</u>	<u>\$ 6,241,215.13</u>	<u>46.2%</u>	<u>\$ 99,242.80</u>	<u>1.6%</u>

Budget 2024
\$ 15,000,000

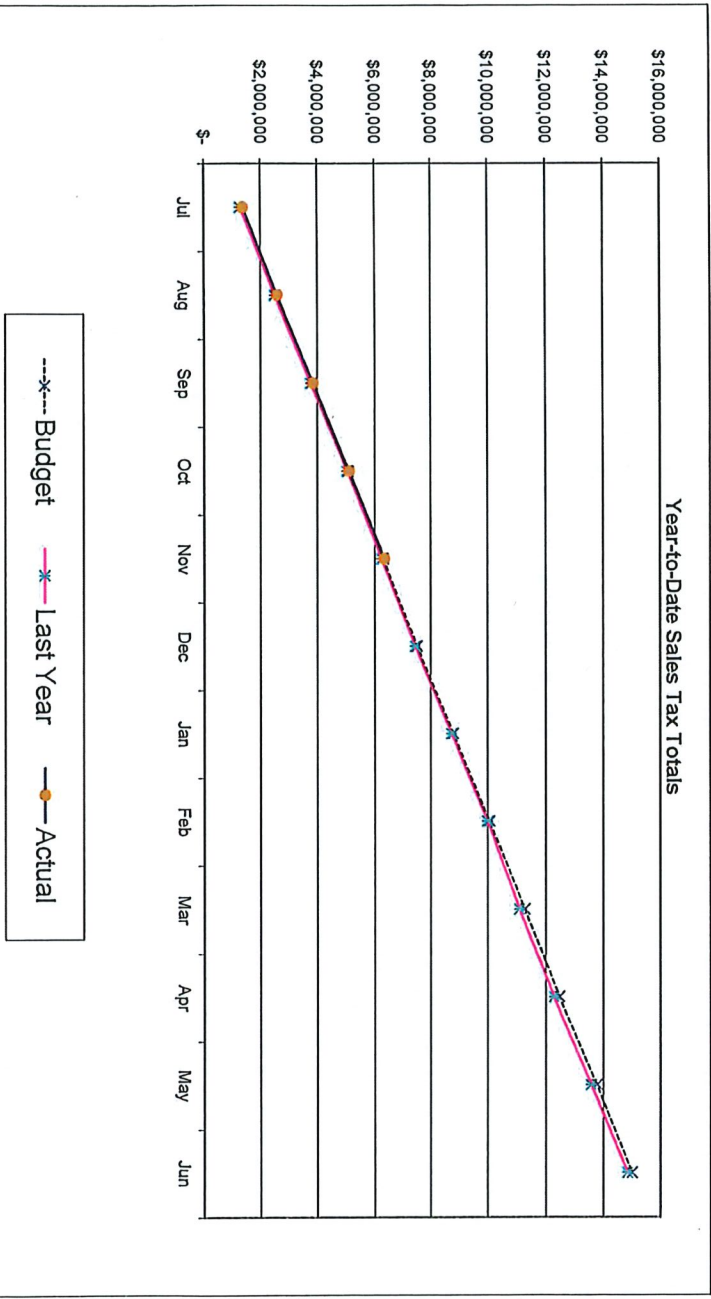
Budget 2023
\$ 13,500,000

City of Mustang FY 2023-2024

Monthly Sales Tax Comparisons

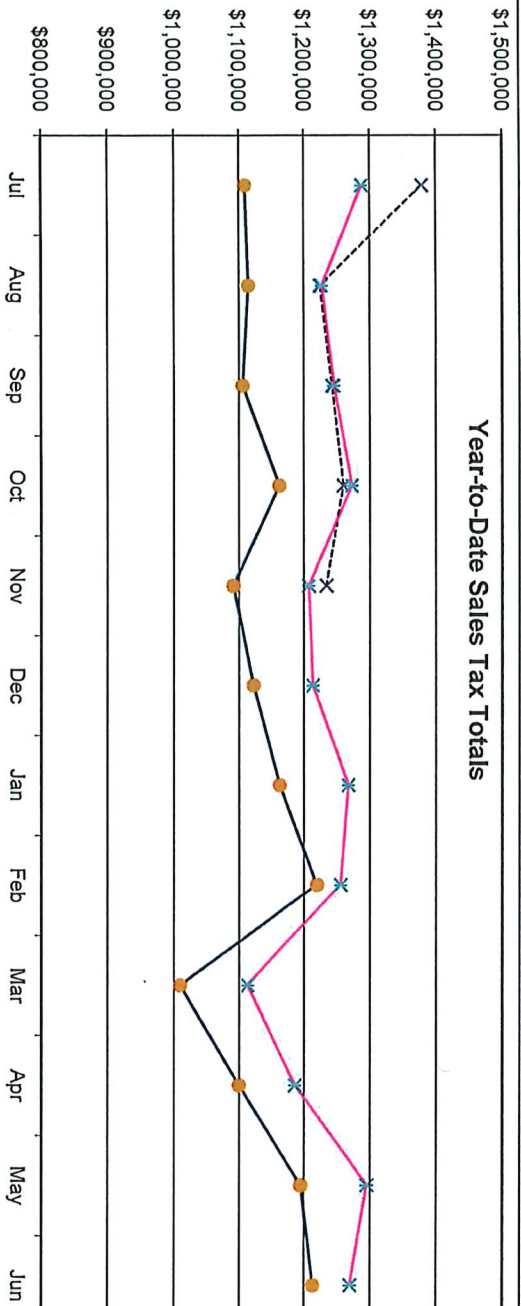


Year-to-Date Sales Tax Totals



City of Mustang

Year-to-Date Sales Tax Totals



---x--- FY24

*- FY23

-o- FY22

City of Mustang
 Monthly Use Tax Revenues
 Five Year Comparison

	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
Jul	\$206,216.23	\$174,259.95	\$138,480.67	\$129,525.03	\$67,991.57
Aug	184,710.46	174,582.80	153,000.26	123,154.11	83,175.36
Sep	214,659.39	208,867.44	130,491.41	124,268.95	103,700.12
Oct	185,507.90	169,891.28	140,866.53	117,777.12	79,538.21
Nov	176,333.95	150,463.53	142,718.87	127,789.33	79,755.20
Dec		180,122.13	158,087.26	141,693.70	83,929.71
Jan		232,402.69	235,231.83	167,113.69	102,776.70
Feb		264,437.32	282,869.85	211,614.37	152,547.53
Mar		145,497.15	157,699.63	146,634.69	62,614.89
Apr		170,384.72	133,087.96	118,505.72	87,561.08
May		226,130.17	176,586.23	183,150.66	95,062.29
Jun		190,797.92	226,366.07	142,461.82	117,905.62
	<u>\$967,427.93</u>	<u>\$2,287,837.10</u>	<u>\$2,075,486.57</u>	<u>\$1,733,689.19</u>	<u>\$1,116,558.28</u>

Note: Fiscal Year 2024 Use Tax Budget is \$1,800,000

avg mo	\$193,485.59	\$175,613.00	\$168,101.86	\$144,474.10	\$93,046.52
% increase	10.18%	4.47%	16.35%	55.27%	23.82%

City of Mustang
 Use Tax Report
 Budget to Actual Comparison
 November 8, 2023

	Actual Collections		Budget Projections		Over (Under) Projection	
	Amount	Percent	Amount	Percent	Amount	Percent
Jul	\$ 206,216.23	11.5%	\$ 150,000	8.3%	\$ 56,216.23	37.5%
Aug	184,710.46	10.3%	150,000	8.3%	34,710.46	23.1%
Sep	214,659.39	11.9%	150,000	8.3%	64,659.39	43.1%
Oct	185,507.90	10.3%	150,000	8.3%	35,507.90	23.7%
Nov	176,333.95	9.8%	150,000	8.3%	26,333.95	17.6%
Dec						
Jan						
Feb						
Mar						
Apr						
May						
Jun						
Totals	<u>\$ 967,427.93</u>	<u>53.7%</u>	<u>\$ 750,000</u>	<u>41.7%</u>	<u>\$ 217,427.93</u>	<u>12.1%</u>

AVG 2,321,827

BUDGET 1,800,000