



---

**62<sup>nd</sup> City Council**

**Mayor Mark Spradlin**

**Ward I** –John Wood, Trey Ayers   **Ward II** – Mary Coffin, Jeff Taylor

**Ward III** – Gaylord Z. Thomas, Sharyl Padgett

---

**SPECIAL CITY COUNCIL MEETING WORKSHOP**

City Hall – 101 North Second Street, Guthrie, Oklahoma

**Third Floor Conference Room**

July 2, 2013 at 6:00 p.m.

**AGENDA**

The special meeting of the Guthrie City Council will convene at 6:00 p.m. at Guthrie City Hall, 101 North Second Street.

**CALL TO ORDER** – This meeting is called to order on Tuesday, July 2, 2013 at 6:00 p.m. Mayor and Council Members are present and declare a quorum present.

1. Public Comments
2. Discussion regarding EDA Application for Sanitary Sewer Line
3. Discussion regarding demolition process of dilapidated structures
4. Discussion regarding agenda items
5. Request for future items of discussion
6. Adjourn



**62<sup>nd</sup> City Council**

**Mayor Mark Spradlin**

**Ward I** –Trey Ayers, John Wood    **Ward II** – Mary Coffin, Jeff Taylor

**Ward III** – Gaylord Z. Thomas, Sharyl Padgett

**GUTHRIE PUBLIC WORKS AUTHORITY MEETING**

101 North Second Street

Tuesday, July 2, 2013 at 7:00pm

1. Call to Order
2. Community Announcements and Public Recognition
3. Consent Agenda  
*All matters listed will be enacted by one motion unless a request is made for discussion by any Trustee or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.*
  - A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held June 18, 2013 ..... 4
4. Adjourn

**REGULAR CITY COUNCIL MEETING**

62<sup>nd</sup> City Council Meeting

101 North Second Street

Tuesday, July 2, 2013 at 7:00pm

1. Call to Order
2. Consent Agenda  
*All matters listed will be enacted by one motion unless a request is made for discussion by any councilmember or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.*
  - A. Consider approval of minutes of the Special City Council Workshop held June 18, 2013 ..... 6
  - B. Consider approval of minutes of the Regular City Council Meeting held June 18, 2013 ..... 8
  - C. Consider approval of the minutes of the Special City Council Workshop Meeting held June 21, 2013 ..... 12
  - D. Consider approval of the minutes of the Special City Council Streets Committee Meeting held May 23, 2013 ..... 14
  - E. Consider approval to accept the Federal Assistance to Firefighters Grant in the amount of \$76,343 for purchase of wildland fire-fighting gear and Cardiac Monitors ..... 15
  - F. Consider approval to solicit bids for factory-refurbished 12-lead cardiac monitors. .... 16
  - G. Consider approval to declare three (3) Vertex-Standard VHF mobile radios and three (3) Physio-Control Lifepak 500 Automated External Defibrillators (AED’s) as surplus property and donate to Coyle Volunteer Fire Department ..... 17

Agenda posted on the bulletin board in the lobby of City Hall by 5:00 pm on Friday, June 28, 2013. The City of Guthrie encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive the 48 hours rule if signing is not the necessary accommodation.



H.	Consider approval to declare one (1) Crestliner 14 foot v-bottom boat with trailer and one (1) 500 gallon brush pumper skid unit as surplus property and dispose of in accordance with city policy. ....	19
I.	Consider approval of appointment of Joe Chappell to the Guthrie Planning Commission.....	21
J.	Consider approval of waiving fees for disposal of landscaping debris on August 17, 2013 at the Guthrie Convenience Center for City of Guthrie residents .....	23
K.	Consider approval of Cox Franchise Agreement.....	24
3.	Discussion and possible action of the Mayor’s appointment of one Councilmember to serve as the City’s alternate representative to the ACOG Board of Directors, The Intermodal Transportation Policy Committee, the Garber Wellington Policy Committee and the 9-1-1 Association Board of Directors.....	31
4.	Discussion and possible action to authorize the disbursement of \$10,000 from the Rural Business Enterprise Grant No. 42-042-0736005239 to Linda Harris, Willoby Feed & Outfitters, at a rate of 4.5% for a term of 10 years to be used to provide improvements to the building facade at 221 East Harrison Avenue in the commercial district of downtown Guthrie to be managed by Logan County Economic Development Council.....	34
5.	City Manager’s Report	
6.	Requests/comments from members of the City Council	
7.	Adjourn	

---

Agenda posted on the bulletin board in the lobby of City Hall by 5:00 pm on Friday, June 28, 2013. The City of Guthrie encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive the 48 hours rule if signing is not the necessary accommodation.

---

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

June 18, 2013

The regular meeting of the Guthrie Public Works Authority was posted on Friday, June 4, 2013 before 5:00 p.m. and held June 18, 2013 in the Guthrie City Hall Council Chambers.

Pledge of Allegiance was led by Chairman Mark Spradlin.

Invocation was given by Rev. Don Riepe, Guthrie Christian Church.

Chairman Mark Spradlin called the meeting to order at 7:03 p.m.

Members Present:	Mark Spradlin	John Wood	Gaylord Z. Thomas
	Jeff Taylor	Mary Coffin	Sharyl Padgett
	Trey Ayers		

Members Absent: None

Staff Present:	Sereniah Breland	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Jim Ahlgren	Justin Heid
	Maxine Pruitt	Rene Spineto	Lauri White

Chairman Spradlin declared a quorum with all (7) Trustees in attendance.

**Public Comment.** Mr. Joe Craven addressed the Trustees regarding railway safety and quiet zone.

**Consent Agenda.** Motion by Trustee Thomas, seconded by Trustee Taylor, moved approval of the Consent Agenda as follows:

- A. Consider approval of the minutes of the Regular Guthrie Public Works Authority Meeting held on June 4, 2013.
- B. Consider approval of awarding Bid No. 2013-02, Agricultural Lease Agreement (59 acres), to Hugh Plagg, Guthrie, Oklahoma for the high bid of \$2,256.75 and authorize the Purchase Agent to execute a contract.
- C. Consider approval of Change Order No. 1 increasing the Water Supply System Improvements – Raw Water Main Air Relief Valves and Blowoff Valve Installation Project by \$4,200.

Trustees entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Taylor, Padgett, Ayers  
Nay: None

Chairman Spradlin declared the motion carried unanimously.

**Canceling July 2, 2013 Regular Guthrie Public Works Authority Meeting.** No action was taken.

**Adjourn.** There being no further business for the Guthrie Public Works Authority Trustees, Chairman Spradlin declared the meeting adjourned at 7:04 p.m.

\_\_\_\_\_  
Wanda Calvert, City Clerk

\_\_\_\_\_  
Mark Spradlin, Chairman

MINUTES

CITY COUNCIL MEETING

Council Workshop

June 18, 2013

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Friday, June 14, 2013 before 5:00 p.m. and held June 18, 2013 in the Guthrie City Hall Third Floor Conference Room.

Mayor Mark Spradlin called the meeting to order at 6:03 p.m.

Members Present:	Mark Spradlin	John Wood	Gaylord Z. Thomas
	Jeff Taylor	Sharyl Padgett	

Members Absent:	Mary Coffin	Trey Ayers
-----------------	-------------	------------

Staff Present:	Sereniah Breland	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Justin Heid	Jim Ahlgren
	Maxine Pruitt	Rene Spineto	

Mayor Spradlin declared a quorum with five (5) Councilmembers in attendance.

**Public Comments.** City Manager Breland introduced Airport Intern John Wilson.

Alisha LeClair addressed the City Council regarding her vehicle being impounded.

Councilmember Ayers present at 6:10 p.m.

**Discussion regarding Rate and Fee Advisory Committee update.** City Manager Breland updated the City Council on the Rate and Fee Advisory Committee Meeting held on May 30, 2013. Discussion was held on several fee items: Animal, Ambulance, Water Tap, Police Fees, Hotel/Motel Tax, Sales Tax, Locking Charge with Waste Connections and Building Permits Fees.

**Discussion regarding Fiscal Year 2012 Audit Reports.** The City of Guthrie is in receipt of the FY 2012 Audit Report prepared by Arledge & Associates (firm). The firm submitted reports explaining they audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Guthrie. The audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in the firm's opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. The firm conducted the audit in

accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

**Discussion regarding agenda items:**

**Canceling July 2<sup>nd</sup> City Council Meeting.** It was the consensus of the City Council to meet on July 2, 2013.

**Request for future items of discussion.** None.

**Adjournment.** There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 6:43 p.m.

---

Wanda Calvert, City Clerk

---

Mark Spradlin, Mayor

MINUTES

CITY COUNCIL MEETING

June 18, 2013

The regular meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, June 14, 2013 before 5:00 p.m. and held June 18, 2013 in the Guthrie City Hall Council Chambers.

Mayor Mark Spradlin called the meeting to order at 7:05 p.m.

Members Present:    Mark Spradlin            John Wood            Gaylord Z. Thomas  
                                 Jeff Taylor            Mary Coffin            Sharyl Padgett  
                                 Trey Ayers

Members Absent:    None

Staff Present:        Sereniah Breland        Randel Shadid        Wanda Calvert  
                                 Aaron Ryburn            Jim Ahlgren            Justin Heid  
                                 Maxine Pruitt            Rene Spineto            Lauri White

Mayor Spradlin declared a quorum with all (7) Councilmembers in attendance.

**Community Announcements and Recognitions.** None

**Consent Agenda.** Motion by Vice Mayor Wood, seconded by Councilmember Taylor, moved approval of the Consent Agenda as follows:

- A. Consider approval of the minutes of the Special City Council Workshop Meeting held on June 4, 2013.
- B. Consider approval of the minutes of the Regular City Council Meeting held on June 4, 2013.
- C. Consider approval of City-County Civil Defense Agreement between the City of Guthrie and Logan County Board of Commissioners.
- D. Consider approval of the Fiscal Year 2013 renewal of the Sports Field Use Agreement for the Softball Association for the use of Owen Field.
- E. Consider approval of the Fiscal Year 2013 renewal of the Sports Field Use Agreement for the Logan County Soccer Club, Inc. for the use of the Soccer Field located at 300 North Academy Road.

- F. Consider approval of the Fiscal Year 2013 renewal of the Sports Field Use Agreement for the Guthrie Baseball Summer League for the use of Cottonwood Flats.
- G. Consider approval of the Lease Agreement between the City of Guthrie and Sodexo Operations, LLC for use of Highland Hall facilities for the Logan County Aging Services.
- H. Consider approval of awarding Bid No. 2013-03, Grass Management Services (80 acres), to Alvin Graves, Guthrie, Oklahoma for the high bid of \$1,650 and authorize the Purchasing Agent to execute a contract.
- I. Consider approval of Change Order No. 1 increasing the Water Supply System Improvements – Raw Water Main Air Relief Valves and Blowoff Valve Installation Project by \$4,200 for a total contract price in the amount of \$59,760.48.
- J. Consider approval of the Cooperative Service Agreement between the Guthrie-Edmond Regional Airport (GERA) and the United States Department of Agriculture (USDA) for removal of deer, coyotes and other wildlife on the airport property.
- K. Consider approval of Change Order C-002, as recommended by Garver Engineering, on FAA AIP Project No. 3-40-0036-013-2012 in the amount of \$71,826.83 which will complete items including: water line, sanitary sewer, storm sewer, soil stabilization, as well as correct an issue with the hangar pads and the borrow pit grading and seeding.

Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Taylor, Padgett, Ayers  
Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Canceling July 2, 2013 Regular City Council Meeting.** No action was taken.

**Changing the time of the Regular Guthrie-Edmond Regional Airport Board Meetings.**

Motion by Vice Mayor Wood, seconded by Councilmember Padgett, moved approval to change the time for the Regular Guthrie-Edmond Regional Airport Board Meetings to 6:00 p.m. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Taylor, Padgett, Ayers  
Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Appointing a City of Guthrie representative to the Guthrie-Edmond Regional Airport Board.** Motion by Councilmember Thomas, seconded by Vice Mayor Wood, moved approval of appointing Councilmember Padgett to serve as the City of Guthrie representative to the Guthrie-Edmond Regional Airport Board for the term of July 2013 through June 2016. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Taylor, Padgett, Ayers  
Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Resolution No. 2013-10.** Motion by Councilmember Thomas, seconded by Vice Mayor Wood, moved approval of Resolution No. 2013-10, establishing the Nine-One-One (911) Emergency Telephone Fee for Calendar Year 2014. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Taylor, Padgett, Ayers  
Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Resolution No. 2013-11.** Motion by Councilmember Padgett, seconded by Councilmember Taylor, moved approval of Resolution No. 2013-11, supporting the development of Cottonwood Village, including fee waivers of building permit fees or other City-provided services in the amount of \$14,001. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Taylor, Padgett, Ayers  
Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Executive Session.** Motion by Vice Mayor Wood, seconded by Councilmember Thomas, moved approval to convene into Executive Session pursuant to the authority of Title 25, O.S. 2001, Section 307(B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Total Investment). Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Coffin, Thomas, Taylor, Padgett, Ayers  
Nay: None

Mayor Spradlin declared the motion carried unanimously at 7:14 p.m. Attending Executive Session were Mayor Spradlin, Vice Mayor Wood, Councilmembers Coffin, Thomas, Taylor,

Padgett and Ayers, City Manager Breland, City Attorney Shadid, Airport Manager Justin Heid and Airport Engineer Curtis Brown.

**Reconvene.** Mayor Spradlin reconvened the Guthrie City Council Meeting at 7:39 p.m. and stated no action was taken in Executive Session.

**Consider action regarding FAA AIP Project No. 3-40-0036-013-2013 (Total Investment).** No action was taken.

**City Manager's Report.** Announced the Airport Manager Justin Heid has a baby boy, Jacob Matthew Heid born on June 11, 2013; reminded the citizens to sign up for the Citizens Government Academy; reminded the community to purchase the Discharge Firework Permit for July 4<sup>th</sup>; reminded the City Council of the Council Retreat Meeting this Friday; and invited the community of the Block Party on June 29, 2013 at Honor Park.

**Requests/comments from members of the City Council.** Mayor Spradlin, Vice Mayor Wood and Councilmember Coffin informed the City Council and the community of events and activities happening in Guthrie.

Councilmember Ayers welcomed Airport Intern John Wilson.

**Adjourn.** There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 7:45 p.m.

---

Wanda Calvert, City Clerk

---

Mark Spradlin, Mayor



competitive interest rate quotes, all to be presented for consideration and action at a subsequent meeting. A vote was taken with the following results:

Aye: Spradlin, Wood, Thomas, Padgett, Taylor  
Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Goals/Vision for Community and Strategic Plan.** City Council discussed their visions, values, goals and accomplishments for the upcoming fiscal year and goals to be accomplished in the next three to five years.

**Mayor's Update.** The Mayor requested City Council to provide City Manager with training they wish to attend within the next fiscal year; reviewing the Logan County Economic Development Council Agreement; encouraged the City Council to attend the Citizens Government Academy sessions; encouraged the City Council to ask for donations/help on City projects; Hotel/Motel Tax increase; selling City property; and the need to update the Guthrie Comprehensive Plan.

**Adjourn.** There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 3:30 p.m.

---

Wanda Calvert, City Clerk

---

Mark Spradlin, Mayor

MINUTES

SPECIAL CITY COUNCIL MEETING

Street Committee

May 23, 2013

The special meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Tuesday, May 21, 2013 before 4:30 p.m. and held May 23, 2013 in the Guthrie City Hall Third Floor Conference Room.

Street Committee Chairman John Wood called the meeting to order at 6:00 p.m.

Street Committee Members Present: John Wood                      Sharyl Padgett

Street Committee Members Absent: Jeff Taylor

City Council Members Present:        None

City Council Members Absent:        Mark Spradlin                      Trey Ayers        Gaylord Z. Thomas  
Mary Coffin

Staff Present:                              Sereniah Breland                      Maxine Pruitt                      Tenny Maker  
Wanda Calvert

Street Committee Chairman John Wood declared a quorum with two (2) Street Committee Members in attendance.

**Overview of Street Division of Municipal Services.** Municipal Service Director Maxine Pruitt and Street Superintendent Tenny Maker gave the Street Committee an overview of the Street Division. Information provided was number of employees and duties, Street Sweeping Schedule, History of the Utility Billing Fee, Street Department Fiscal Year 2013 Budget and the Fiscal Year 2013 – 2019 Street Capital Improvement Plan.

**Discussion and consideration of alternative to signage in downtown area, Chapter 20, Article 2 of the Guthrie Oklahoma Code of Ordinances.** City Manager Breland provided the Street Committee members the Guthrie City Code of Ordinance Chapter 20, Article 2, Section 20-214, Skates, Blades and the Like Prohibited in the Central Business District. Discussion was held on painting on the sidewalk instead of placing signs. No action was taken.

**New Business.** Street Committee Members inquired about stop signs and blind intersections.

**Adjournment.** There being no further business for the Street Committee Member, Chairman Wood declared the meeting adjourn at 7:11 p.m.

---

Wanda Calvert, City Clerk

---

John Wood, Street Committee Chairman



Agenda Item Cover Letter

Meeting: X City Council, Date of Meeting: July 2, 2013, Contact: Eric Harlow Fire Chief

Agenda Item

Consider acceptance of federal Assistance to Firefighters Grant for \$76,343.

Summary

The fire department was recently awarded an "Assistance to Firefighters" grant from FEMA in the amount of \$76,343 to be used towards the purchase of wildland firefighting gear for all personnel and cardiac monitors for the ambulances. This is a 90/10 grant with the city's matching share to be \$8,482. This is to formally accept the grant.

Funding Expected: X Revenue, X Expenditure, N/A; Budgeted: X Yes, No, N/A; Account Number: 09-09-90-6110, Amount: \$8,482

Supporting documents attached: None

Recommendation: Approve the acceptance of the Federal Assistance to Firefighters Grant for \$76,343.

Action Needed: Public Hearing, X Motion, Emergency Clause



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

July 2, 2013

Contact

Eric Harlow
Fire Chief

Agenda Item

Consider approval to solicit bids for factory-refurbished 12-lead cardiac monitors for the fire department.

Summary

The fire department was awarded a federal Assistance to Firefighters Grant to purchase cardiac monitors for the department's ambulances. We are proposing to purchase units refurbished by the original manufacturer that are compatible with our current automated external defibrillators and those in use by our surrounding fire departments. These will allow interpretation of heart rhythms by medical personnel in the field. These devices will also transmit data via a cellular modem to the receiving hospital so that a physician can interpret and determine the best care for the patient.

Funding Expected Revenue X Expenditure N/A
Budgeted X Yes No N/A
Account Number 09-09-92-6104 Amount

Supporting documents attached

None

Recommendation

Approve request to solicit bids for factory-refurbished 12-lead cardiac monitors.

Action Needed Public Hearing X Motion Emergency Clause



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

July 2, 2013

Contact

Eric Harlow
Fire Chief

Agenda Item

Consider approval to declare three (3) Vertex-Standard VHF mobile radios and three (3) Physio-Control Lifepak 500 Automated External Defibrillators (AED's) as surplus and donate to Coyle Volunteer Fire Department.

Summary

The fire department has three (3) Vertex-Standard VHF mobile radios that are not being utilized and are not compatible with the department's other radios. We also have three (3) Physio-Control Lifepak 500 AED's that are not being utilized due to being replaced upgraded equipment. These items have been in storage for over 2 years and are of no use to the fire department. We are proposing to donate the AED's to the Coyle Volunteer Fire Department for their use in first responding to medical calls in their fire district. This will greatly improve their ability to provide adequate patient care and prepare the patient for transport by our fire department's ambulances. Coyle also utilizes Vertex-Standard radios in their vehicles and they do not currently have an adequate number for all of the units in their fleet. Both items will enhance Coyle's interoperability with our fire department and others in the county.

Funding Expected Revenue Expenditure X N/A
Budgeted Yes X No N/A
Account Number Amount
Legal Review X N/A Required Completed Date:

Supporting documents attached

Surplus Photos

Recommendation

Approve listed items as surplus and the donation of surplus items to Coyle Volunteer Fire Department.

Action Needed Public Hearing X Motion Emergency Clause





**Agenda Item Cover Letter**

**Meeting**

City Council  
 GPWA  
 Other: \_\_\_\_\_

**Date of Meeting**

July 2, 2013

**Contact**

Eric Harlow  
 Fire Chief

**Agenda Item**

Consider approval to declare one (1) Crestliner 14 foot v-bottom boat with trailer and one (1) 500 gallon brush pumper skid unit as surplus and dispose of in accordance with city policy.

**Summary**

The fire department has one (1) Crestliner 14 foot v-bottom john boat with trailer that is not currently being used due to its functionality and age. This boat is over 40 years old and has not been used in some time. We also have a 500 gallon brush pumper skid unit with pump that was replaced with an insurance claim in 2011. The skid unit is of no use to the fire department and the city's insurance carrier has given their permission to dispose of said unit. We are proposing to dispose of both in accordance with city policy.

---

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
<b>Budgeted</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Account Number</b>	<b>Amount</b>		_____

**Supporting documents attached**

Surplus pictures

**Recommendation**

Approve the surplus items and dispose of in accordance with city policy.

**Action Needed**       Public Hearing       Motion       Emergency Clause





**Agenda Item Cover Letter**

**Meeting**

City Council  
 GPWA  
 Other: \_\_\_\_\_

**Date of Meeting**

July 2, 2013

**Contact**

Rene Spineto, Director  
Community Development

**Agenda Item**

Consider approval of appointment of Joe Chappell to the Guthrie Planning Commission.

**Summary**

Mr. Chappell is a highly respected and very active member of the Guthrie community. He has donated his time and ideas to many different Guthrie organizations, including the Parks Board, the Highland Park Neighborhood Association, Chamber of Commerce and Neighborhood Solutions Board of Directors. He is also a graduate of the Guthrie Citizens Academy.

If approved, Mr. Chappell will serve the remaining term of Councilmember Sharyl Padgett on the Planning Commission. Mr. Chappell's term will run through March 2014.

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
<b>Budgeted</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
<b>Account Number</b>	_____	<b>Amount</b>	_____

**Supporting documents attached:**

Application

**Recommendation**

Approve appointment of Mr. Joe Chappell to the Guthrie Planning Commission.

**Action Needed**       Public Hearing       Motion       Emergency Clause

City of Guthrie  
Application for Boards and Commissions



Please print legibly.

Name Joe Chappell  
Address 519 N. Park St  
Occupation Health Care  
How long have you lived in Guthrie? 57 Years \_\_\_\_\_ Months

Day Phone 405-826-9080  
Evening Phone " "  
Education OU Health Care Administration

Please answer the following questions and attach a resume, if desired.

- Which board or commission interests you? Planning Commission
- Why are you interested in serving on this board/commission?  
I have a real passion for service to my community. I'm Guthrie Proud!
- In what civic activities have you been involved during the past 3 years?  
Park Board, Citizens Academy, Highland Park Neighborhood Ass. Chamber of Commerce, Tomorrow's Homes Board Member, Neighborhood Solutions Board Member
- What skills and/or experience will you contribute?  
I have read and studied Guthrie's Comprehensive Plan and believe strongly in Neighborhood revitalization. I believe that good community planning can lead to economic growth for our city.
- List 3 non-relatives who have known you at least 3 years for references.

Name	Address	Phone Number
<u>Mary Coffin</u>	<u>212 W. Oklahoma</u>	<u>292-1947</u>
<u>John Wood</u>	<u>1123 E. Oklahoma</u>	<u>405-372-6178</u>
<u>Z. Gaylord Thomas</u>		<u>405-471-2747</u>

I understand this is a volunteer position appointed by the Mayor and confirmed by Council. I recognize that a limited number of positions are available at a given time and that application in itself does not guarantee appointment. I understand all volunteer boards meet on a regular basis and will follow rules set forth in the appropriate governing ordinance or resolution, In the event I cannot effectively serve my term, I will tender my resignation in writing to the Mayor.

Joe Chappell  
Signature

\_\_\_\_\_  
Date





Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

July 2, 2013

Contact

Jim Ahlgren
Human Resources
Director

Agenda Item

Consider approval of Cox Franchise Agreement.

Summary

The City currently has a franchise agreement with CoxCom Inc. This agreement is set to expire August 5, 2013. Cox has requested that the City renew the Five Year Agreement with changes to reflect CoxCom, LLC formerly known as CoxCom, Inc. The agreement mirrors the current agreement including a 5% gross revenue fee to the City.

Funding Expected X Revenue Expenditure X N/A
Budgeted X Yes No X N/A
Account Number Amount \$115,000.00
Legal Review N/A X Required Completed Date: 06-25-13

Supporting documents attached

Cox Franchise Agreement

Recommendation

Approve the Cox Franchise Agreement.

Action Needed Public Hearing X Motion Emergency Clause

## AGREEMENT

This Agreement (“Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by and between the City of Guthrie, OK, a municipal corporation, hereinafter referred to as the “City,” and CoxCom, LLC (formerly known as CoxCom, Inc.) a Delaware limited liability company hereinafter referred to as “Cox” or “Company,” with Cox and City sometimes separately referred to hereinafter as a “party,” and sometimes collectively as “parties.”

**WHEREAS**, Cox has operated a cable system and provided cable services in the City pursuant to Ordinance No. 2952, dated November 5, 1991, amended pursuant to Ordinance No. 3000, dated April 18, 1995, assigned to Cox Com, Inc. pursuant to Resolution No. 99-12, dated September 7, 1999 and extended various times pursuant to extension agreements, most recently dated August 5, 2008: and

**WHEREAS**, the City’s role as manager of its rights-of-way and regulator of cable service providers requires it to ensure a fair and level playing field for all service providers; and

**WHEREAS**, Cox has requested, and the City has agreed, to renew Cox’s franchise agreement pursuant to the terms contained herein, thereby ensuring a fair and level playing field for all video providers in the City; and,

**NOW, THEREFORE**, in consideration of the mutual covenants, promises and agreements hereinafter set forth, the parties agree as follows:

1. Term of Agreement: This non-exclusive Agreement shall take effect upon approval hereof by Cox and by the City Council of the City and shall be effective for a term of 5 years thereafter. Prior to the end of this term, the parties agree to enter into good faith negotiations regarding a possible renewal and/or modification and/or extension of this Agreement.
2. Nature of Agreement:
  - (A) No privilege or exemption shall be granted or conferred by this Agreement except those specifically prescribed herein.
  - (B) Any right or power in, or duty impressed upon, any officer, employee, department, or board of the City by this Agreement shall be subject to transfer by the City to any other officer, employee, department, or board of the City.
  - (C) This Agreement shall not relieve Cox of any existing obligations involved in obtaining permits, pole or conduit space from any department of the City, utility company, or from others maintaining utilities in streets.

(D) This Agreement shall be a privilege to be held in personal trust by Cox for the benefit of the public. Said privilege cannot in any event be sold, transferred, leased, assigned or disposed of (except to an affiliate of Cox), including but not limited to, by forced or voluntary sale, merger, consolidation, receivership or other means without the prior written consent of the City, and then only under such conditions as the City may establish. Such consent as required by the City shall not, however, be unreasonably withheld.

3. Obligations of Cox:

(A) During the term of this Agreement, Cox shall pay to the City a fee equal to 5% of the gross revenues of Cox and its affiliates collected from each subscriber to Cox's Cable Services product; and 5% of the portion of gross revenues from advertising which are defined in subsection 3(A)(3), below; the fee ("Franchise Fee") may be identified and passed through on any subscriber bill by Cox, and all such fees collected will be forwarded to City quarterly and shall be due forty-five (45) days after the end of each quarter.

(1) For purposes of this Agreement, gross revenues are limited to the following:

- (i) recurring charges for Cable Services;
- (ii) event-based charges for Cable Services, including but not limited to pay-per-view and video-on-demand charges;
- (iii) rental of set top boxes and other Cable Services equipment;
- (iv) service charges related to the provision of Cable Services, including, but not limited to, activation, installation, and repair; and
- (v) administrative charges related to the provision of Cable Services, including, but not limited to, service order and service termination charges;
- (vi) amounts billed to Cable Services subscribers to recover the Franchise Fee authorized by this section.

(2) For purposes of this Agreement, gross revenues do not include:

- (i) Uncollectible fees, provided that all or part of uncollectible fees which is written off as bad debt but subsequently collected, less expenses of collection, shall be included in gross revenues in the period collected;
- (ii) late payment fees;
- (iii) revenues from contracts for in-home maintenance service unless they relate solely to maintenance on equipment used only for the provisioning of Cable Services and not for the provisioning of any other service provided by Cox or its affiliates;
- (iv) amounts billed to Cable Services subscribers to recover taxes, fees or surcharges imposed upon Cable Services subscribers in connection with the provision of Cable Services, other than the Franchise Fee authorized by this section;
- (v) revenue from the sale of capital assets or surplus equipment; or
- (vi) charges, other than those described in subsection (1), that are aggregated or bundled with amounts billed to Cable Services subscribers.

(3) "Gross Revenues" which are subject to the Franchiser Fee paid by Cox additionally include a pro rata portion of all revenue collected by Cox pursuant to compensation arrangements for advertising (less any commissions Cox receives from any third parties for advertising) and home-shopping sales derived from the operation of Cox's Cable System within the City. Advertising commissions paid to third parties (excluding any refunds, rebates, or discounts the Company may make to advertisers) shall not be deducted from advertising revenue included in gross revenue. The allocation of advertising and home-shopping revenue referred to above shall be based on the number of subscribers in the City divided by the total number of subscribers in relation to the relevant regional or national compensation arrangement.

(4) Bundling discounts shall be apportioned fairly among video and other services. Cox shall not apportion revenue in such a manner as to avoid the Franchise Fee.

(5) In the event that any other video services provider, including but not limited to a cable operator or open video service provider, enters into any agreement or makes any arrangement with City during the term of this Agreement whereby it is required or allowed to pay a fee to the City that is similar to the Franchise Fee described herein, City shall allow Cox to substitute the definition of "gross revenue" set forth in that agreement or arrangement for the definition of "gross revenue" set forth in this Agreement immediately upon request of Cox.

(6) Cox will grant the City the right to conduct reasonable audits to assure that the Franchise Fee has been properly calculated.

(B) Cox and City agree that the Franchise Fee shall be in lieu of all other concessions, charges, excises, franchise, license, privilege, permit fees, taxes, or assessments *except* sales taxes, personal or real property taxes, and ad valorem taxes.

(C) During the term of this Agreement, Cox shall provide to the City one dedicated, noncommercial access channel for use by governmental institutions within the City and one dedicated, noncommercial access channel for use by educational institutions within the City through Cox's Cable System so long as City and educational institutions designated by the City provide any educational or governmental programming content in a standard format compatible with Cox's technology. City and educational institutions designated by the City shall provide this programming, and Cox shall receive this programming, at Cox's headend location in the City. City and educational institutions designated by the City will be solely and individually responsible for their own programming content.

(D) Cox shall comply with the federal Emergency Alert System regulations (47 C.F.R. Part 11).

(E) The parties agree to consult in the event that, after execution of this Agreement, any court, agency, commission, legislative body, or other authority of competent jurisdiction issues a finding that limits the validity or enforceability of this

Agreement, in whole or in part. Should the finding be final, non-appealable and binding upon either City or Company, this Agreement shall be deemed modified or limited to the extent necessary to address the subject of the finding unless either party, within thirty (30) days of receipt of the ruling, provides written notice to the other party of election to terminate, in which case this Agreement shall terminate within six (6) months or such earlier period as the parties mutually may agree. Where the effect of a finding is a modification, the parties shall enter into good faith negotiations to modify this Agreement in the manner which best effectuates its overall purposes and the intentions of the parties. Failure to reach a mutually satisfactory modification within ninety (90) days of the commencement of such efforts shall entitle either party to terminate the Agreement on the provision of thirty (30) days' written notice.

In addition to the termination rights set forth above, Cox shall have the right to terminate this Agreement and all obligations hereunder upon ninety (90) days notice to the City, if (i) state or federal law changes in a manner that would allow Cox to opt into franchise requirements that are, in Cox's sole judgment, more beneficial than those contained herein; or (ii) another provider of video services is permitted, through a City authorization or otherwise, to use the public rights-of-way to provide video services on terms that are, in Cox's sole judgment, more beneficial than those contained herein.

(F) Cox shall determine, in its sole discretion where in the City its facilities shall be constructed, operated, maintained, repaired and upgraded to provide, and where in the City to provide its Cable Services. However, Cox agrees that it will offer Cable Service to all residential subscribers residing within its current service footprint within the boundaries of the City, subject to density, technical feasibility, and access limitations based on standard industry practice (e.g., density limitation of forty (40) homes per mile, authorized access to private property/developments, etc.).

4. Obligations of City. City will not attempt to nor subject the provision of Cox's Cable Service to regulation under any provision of the City's cable television or broadband telecommunications franchise ordinance or similar ordinance(s) that are inconsistent with or more burdensome than those contained herein. In addition:

(A) City agrees to subject the construction and installation of the facilities that will be used in whole or in part to provide Cox's Cable Service to the same process and review as it subjects the installation and construction of traditional telecommunications infrastructure;

(B) City agrees not to unreasonably block, restrict, or limit the construction and installation of facilities that will be used in whole or in part to provide Cox's Cable Service;

(C) City agrees to process any and all applicable permits for the installation, construction, maintenance, repair, removal, and other activities associated with placement of communications or transmission facilities of any kind in a timely and prompt manner;

(D) Cox represents and claims that its Cable Service is a “cable service” under federal law and will comply with all obligations imposed by federal law on cable operators. This Agreement shall not apply to any service Cox provides that is not a “cable service” as such service is defined under federal law.

5. Modification. This Agreement may be amended or modified only by a written instrument executed by both Parties.

6. Entire Agreement. This Agreement constitutes the entire agreement between City and Cox with respect to the subject matter contained herein and supersedes all prior or contemporaneous discussions, agreements, and/or representations of or between City and Cox regarding the subject matter hereof. Specifically, this Agreement replaces the franchise granted by City Ordinance No. 2847 dated September 4, 1997 and Ordinance No. 2848 dated September 2, 1997 any subsequent extensions thereof.

7. Waiver. Failure on the part of either Party to enforce any provision of this Agreement shall not be construed as a waiver of the right to compel enforcement of such provision or any other provision.

8. Miscellaneous.

(A) Cox and City each hereby warrants that it has the requisite power and authority to enter into this Agreement and to perform according to the terms hereof.

(B) The headings used in this Agreement are inserted for convenience or reference only and are not intended to define, limit or affect the interpretation of any term or provision hereof. The singular shall include the plural; the masculine gender shall include the feminine and neutral gender.

(C) Nothing contained in this Agreement is intended or shall be construed as creating or conferring any rights, benefits or remedies upon, or creating any obligations of the Parties hereto toward any person or entity not a party to this Agreement, unless otherwise expressly set forth herein.

(D) This Agreement shall not be exclusive and the City expressly reserves the right to enter into similar agreements with any other company offering the same or similar video services at any time.

(E) The geographic area covered by this Agreement shall be the incorporated limits of the City of Guthrie, Oklahoma, as such area now exists or may be modified in the future by annexation or deannexation.

(F) )The parties agree that either Logan County District Court (21<sup>st</sup> Judicial District) or the United States District Court for the Western District of Oklahoma shall be the sole and exclusive forum for any judiciable disputes concerning this Agreement.

9. Binding Effect. This Agreement shall be binding upon and for the benefit of each of the Parties and their respective principals, managers, City Council members, offices, directors, shareholders, agents, employees, attorneys, successors and assigns and any parents, subsidiaries or affiliated corporations or entities, as applicable.

10. Definitions. The following words, terms and phrases, when used in this Agreement, shall have the meanings ascribed to them in this section:

(A) "Cable service" shall have the same meaning as contained in federal statutes, 47 U.S.C. §542(6) on the effective date of this Agreement.

(B) "Cable System" shall have the same meaning as contained in federal statutes, 47 U.S.C. §542(7) on the effective date of this Agreement.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement as of the \_\_\_\_ day of \_\_\_\_\_, 2013.

CoxCom, LLC:

\_\_\_\_\_  
Name: Percy Kirk  
Title: General Manager

**City:**

APPROVED by the City Council of The City of Guthrie, Oklahoma, on the \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_  
City Clerk

REVIEWED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2013.



**Agenda Item Cover Letter**

<b>Meeting</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	<b>Date of Meeting</b> July 2, 2013	<b>Contact</b> Wanda Calvert, City Clerk/Treasurer
--	--	--

**Agenda Item**

Discussion and possible action of the Mayor’s appointment of one Councilmember to serve as the City’s alternate representative to the ACOG Board of Directors, The Intermodal Transportation Policy Committee, the Garber Wellington Policy Committee and the 9-1-1 Association Board of Directors.

**Summary**

On May 7, 2013 the City Council approved Vice Mayor Wood to serve as the City’s representative to the ACOG Board of Directors, The Intermodal Transportation Policy Committee, the Garber Wellington Policy Committee and the 9-1-1 Association Board of Directors. ACOG is a voluntary association of city, town and county governments within the Central Oklahoma area. The ACOG region includes Oklahoma, Cleveland, Canadian and Logan Counties. As a Council of Governments, ACOG’s purpose is to aid local governments in planning for common needs, cooperating for mutual benefit and coordinating for sound regional development. ACOG is an organization of, by and for local governments that allows member entities to work in partnership to address issues or problems common to many jurisdictions. This regional cooperation serves to strengthen both the individual and collective capabilities of local governments. Originally established in June of 1966, ACOG is one of 11 Councils of Governments in the State of Oklahoma, and one of several hundred planning organizations across the country. ACOG both complements and supplements local government activities but is not, itself, a governmental unit. It does not possess power of legislation, enforcement or taxation.

<b>Funding Expected</b>	_____ Revenue	_____ Expenditure	<input checked="" type="checkbox"/> N/A
<b>Budgeted</b>	_____ Yes	<input checked="" type="checkbox"/> No	_____ N/A
<b>Account Number</b>	_____ N/A	<b>Amount</b>	_____ N/A
<b>Mayor’s Appt.</b>	<input checked="" type="checkbox"/> Yes	_____ No	

**Supporting documents attached**

- None

**Recommendation**

Approve appointment of one Councilmember to serve as the City’s alternate representative to the ACOG Board of Directors, The Intermodal Transportation Policy Committee, the Garber Wellington Policy Committee and the 9-1-1 Association Board of Directors.

**Action Needed**      \_\_\_\_\_ Public Hearing       Motion      \_\_\_\_\_ Emergency Clause



**Agenda Item Cover Letter**

<b>Meeting</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	<b>Date of Meeting</b> July 2, 2013	<b>Contact</b> Wanda Calvert, City Clerk/Treasurer
--	--	--

**Agenda Item**

Discussion and possible action to authorize the disbursement of \$10,000 from the Rural Business Enterprise Grant No. 42-042-0736005239 to Linda Harris, Willoby Feed & Outfitters, at a rate of 4.5% for a term of 10 years to be used to provide improvements to the building facade at 221 East Harrison Avenue in the commercial district of downtown Guthrie to be managed by Logan County Economic Development Council.

**Summary**

In September 2007 the City of Guthrie received a United States Department of Agriculture (USDA) Rural Development Revolving Grant in the amount of \$99,990. The funds were loaned to expand operations and improve and rehabilitate the building located at 122 West Oklahoma Avenue. The loan has been repaid in accordance with the Promissory Note and the revolving loan fund has a balance of \$51,794. The City Council approved for the Logan County Economic Development Council to administer and monitor the distribution of the USDA Grant funds and assure compliance with the terms of the grant to provide micro-loans to businesses in the downtown historic district for the purpose of renovation and/or revitalization of building and/or building facades. Logan County Economic Development Council Loan Committee received a Loan Application from Linda Harris, owner of Willoby Feed & Outfitters, in the amount of \$10,000 to provide improvements to the building facade at 221 East Harrison Avenue. The Committee has reviewed the financial information and has determined that the loan application and related information is complete and meets USDA Rural Development Rural Business Enterprise Grant requirements and recommends City Council approval.

<b>Funding Expected</b>	_____ Revenue	<u>  X  </u> Expenditure	_____ N/A
<b>Budgeted</b>	_____ Yes	<u>  X  </u> No	_____ N/A
<b>Account Number</b>	<u>  97-97-00-6391  </u>	<b>Amount</b>	<u>  \$10,000  </u>

**Supporting documents attached**

- Logan Council Economic Development Council letter dated June 21, 2013
- Credit Memorandum from Linda Harris, owner of Willoby Feed & Outfitters, LLC
- Rural Business Enterprise Revolving Loan Fund Application

**Recommendation**

Approve to authorize the disbursement of \$10,000 from the Rural Business Enterprise Grant No. 42-042-0736005239 to Linda Harris, Willoby Feed & Outfitters

**Action Needed**      \_\_\_\_\_ Public Hearing        X   Motion      \_\_\_\_\_ Emergency Clause

June 21, 2013

City of Guthrie City Council  
101 North 2nd Street  
Guthrie, OK 73044

RE: Rural Business Enterprise Grant #42-042-0736005239

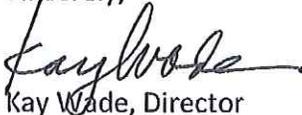
This is a request to the City Council of the City of Guthrie to authorize disbursement of funds from the Enterprise Grant Fund, pursuant to the "Agreement to Manage Rural Business Enterprise Grant" between the City of Guthrie and the Logan County Economic Development Council. The "Agreement" entered into May 15th, 2007 contracted with the Logan County Economic Development Council to manage, monitor, and administer all responsibilities for the Enterprise Revolving Loan Fund established by the above captioned Rural Business Enterprise Grant.

Revolved funds of such Revolving Loan Fund are targeted to provide micro-loans to business in the downtown historic district for renovation and/or rehabilitation of building and/or building facades.

Please find enclosed a Credit Memorandum describing the project funding structure. Also enclosed is a Loan Application from Linda Harris, owner/operator of Willoby's Feed & Outfitters, LLC.

Due diligence has been accomplished by the Logan County Economic Development Council Loan Committee. The Loan Committee has reviewed financial information and determined that this loan application and related information is complete and meets USDA Rural Development RBEG requirements for draw down of funds. If there are any further requirements, please advise.

Sincerely,



Kay Wade, Director



212 West Oklahoma  
P.O. Box 995  
Guthrie, Oklahoma  
73044  
405.282.0060  
Fax: 405.282.0061

[www.logancountyedc.com](http://www.logancountyedc.com)

## CREDIT MEMORANDUM

Borrower: Name and Address: Willoby Feed & Outfitters, LLC  
221 East Harrison  
Guthrie, OK 73044

### 1. Project Summary:

Borrower is applying for a loan in the amount of \$10,000.00. Loan proceeds will be used as follows:

<u>USES</u>	<u>SOURCE</u>	<u>FUNDING</u>
Replace Windows on building facade	City of Guthrie RLF	\$ 8,000.00
Tuck point brick facade of building		<u>\$ 2,000.00</u>
		\$10,000.00
<b>Loan Type and Amount:</b>	<b>City of Guthrie Loan Fund</b>	<b>\$10,000.00</b>
<b>Loan Term:</b>		<b>120 months</b>
<b>Interest Rate:</b>		<b>4.5%</b>
<b>Projected Debt Service:</b>		<b>\$103.64/mo.</b>

### 2. BUSINESS OWNERSHIP/HISTORY/MANAGEMENT

Linda L. Harris purchased Willoby's Feed & Outfitters, LLC as a going concern in 2005. This loan is to provide improvements to the building facade at 221 East Harrison in downtown Guthrie. The building was built in 1901. Proceeds of the loan will be used to replace the original windows on the front facade of the building and to have portions of the facade tuck pointed to ensure the safety and preservation of the building. In addition to the safety and energy efficiency, the new windows and repair to the mortar will reflect a beautiful, well-maintained appearance the building and historic community deserves as well as to our out of town visitors.

### 3. GUARANTOR ANALYSIS:

Linda L. Harris, Managing Member, will personally guarantee the loan. Her personal financial statement reflects a positive net worth and credit history is good.

### 4. COLLATERAL ANALYSIS:

The loan shall be secured by a second mortgage on the building at 221 East Harrison.

### 5. REPAYMENT ABILITY:

Willoby's credit history reflects a positive repayment history from operations.

**Rural Business Enterprise Revolving Loan Fund  
City of Guthrie/Logan Co. Economic Development Council**

**I.A. APPLICANT INFORMATION**

Applicant(s): Willoby's Feed & Outfitters, LLC  
 Location of Project: 221 E. Harrison, Guthrie, OK  
73044

Telephone: (405) 282-0456

Type of Business:

- Sole Proprietor                       Partnership  
 Corporation                               LLC

I.B. Applicant's principal representative Linda Harris  
 Title Owner  
 Address 2301 N. Homestead, Stillwater, OK  
Owner - 221 E. Harrison Ave. Guthrie, OK  
 Telephone 282-0456 Ownership % 100  
 Cell: 405-229-1505

**II. DESCRIPTION (Please attach a Business Plan)**

Brief description of project Window replacements  
and tuck point brick facade.

**III. USE OF FUNDS (project costs, if more space is needed attach 2<sup>nd</sup> page)**

Land	
Building	
Construction/renovation	<u>Window Replacement, Brick mortar repairs</u>
Machinery & Equipment	
Furniture & Fixtures	
Leasehold Improvements	
Working Capital	
Total Costs	

IV. LOAN INFORMATION

Amount of financing requested \$ 10,000

Source of equity and applicant's percentage of equity ownership \_\_\_\_\_

Willabys Feed & Outfitters, LLC

Participating Bank/Contact InterBank 1, Muskogee, OK

John Thomason, 405-292-0470

V. FINANCIAL INFORMATION

Financial statements on business or individual for the *current year*, (within 45 days) and *past three (3) years*, including profit and loss statements and tax returns. If the business is new, submit your personal tax return for the past three (3) years.

VI. JOB DATA

Present number of employees 2

After loan \_\_\_\_\_

VII. CREDIT REFERENCES

Names and addresses of three credit references  
Stillwater Milling Company 1-800-364-1677  
Carhart Inc. 1-800-358-3825  
K+K Veterinary Supply 1-479-361-1744

Willabys Feed & Outfitters, LLC Lynda Harris  
Company Applicant's Signature

Date Submitted: 6-17-2013

**City of Guthrie**  
**A/P Claims List**  
from 6/18/2013 to 6/18/2013

Invoice #	Vendor	Description	Account	Cost
2034448	EMMETT LEONARD (22988)	REFUND OVERPAYMENT ON UTILITY ACC	20-00-00-1205	\$150.30
		Total GPWA OPERATING FUND		\$150.30
		Total All Funds		\$150.30

**City of Guthrie**  
**A/P Claims List**  
 from 6/19/2013 to 6/19/2013

Invoice #	Vendor	Description	Account	Cost
MAY 2013	BANK OF AMERICA 22774	89er Funds	01-00-00-2015	\$131.25
		<b>Total</b>		<b>\$131.25</b>
		<b>Total</b>		<b>\$131.25</b>
MAY/2013	BANK OF AMERICA 22774	Central Office Supplies	01-01-00-6100	\$1,007.27
MAY/2013	BANK OF AMERICA 22774	Janitor/Chemicals Supplies	01-01-00-6103	\$361.45
MAY/2013	BANK OF AMERICA 22774	Safety Supplies	01-01-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	01-01-00-6112	\$756.39
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-01-00-6114	\$848.72
MAY/2013	BANK OF AMERICA 22774	Telephone	01-01-00-6301	\$2,616.59
MAY/2013	BANK OF AMERICA 22774	Printing	01-01-00-6308	\$1,185.00
MAY/2013	BANK OF AMERICA 22774	Computer Operations	01-01-00-6311	\$4,061.92
MAY/2013	BANK OF AMERICA 22774	Council Travel/Training	01-01-00-6314	\$0.00
MAY 2013	BANK OF AMERICA 22774	Machine/Equipment	01-01-00-6317	\$131.14
MAY/2013	BANK OF AMERICA 22774	Communications	01-01-00-6318	\$669.75
MAY/2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-01-00-6334	\$0.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Services/Charges	01-01-00-6346	\$44.00
MAY/2013	BANK OF AMERICA 22774	Maintenance Agreement	01-01-00-6347	\$271.04
MAY/2013	BANK OF AMERICA 22774	Membership Dues	01-01-00-6350	\$205.00
MAY/2013	BANK OF AMERICA 22774	Professional Development	01-01-00-6373	\$0.00
MAY/2013	BANK OF AMERICA 22774	Internet Services	01-01-00-6381	\$0.00
		<b>Total</b>		<b>\$12,158.27</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$12,158.27</b>
MAY/2013	BANK OF AMERICA 22774	Professional Development (City Manager)	01-02-20-6048	\$0.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-20-6317	\$301.12
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-20-6355	\$0.00
		<b>Total CITY MANAGER</b>		<b>\$301.12</b>
MAY/2013	BANK OF AMERICA 22774	Professional Development (HR)	01-02-24-6048	\$255.00
MAY/2013	BANK OF AMERICA 22774	Supplies & Operating Expense - GTV 20	01-02-24-6126	\$104.97
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-24-6317	\$0.00
MAY/2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-02-24-6334	\$0.00
MAY 2013	BANK OF AMERICA 22774	Professional Services	01-02-24-6373	\$2,736.90
		<b>Total HUMAN RESOURCES</b>		<b>\$3,096.87</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms -	01-02-25-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Professional Development (Building Services)	01-02-25-6048	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Supplies	01-02-25-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-02-25-6316	\$1,373.30
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-25-6317	\$0.00
		<b>Total BUILDING SERVICES</b>		<b>\$1,373.30</b>
		<b>Total ADMINISTRATION</b>		<b>\$4,771.29</b>
MAY/2013	BANK OF AMERICA 22774	Professional Development (Finance)	01-03-30-6048	\$150.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-03-30-6317	\$351.07
MAY/2013	BANK OF AMERICA 22774	Maintenance Agreements	01-03-30-6347	\$0.00
MAY/2013	BANK OF AMERICA 22774	Recording/Dues/Subscriptions	01-03-30-6355	\$0.00
		<b>Total FINANCE</b>		<b>\$501.07</b>
		<b>Total FINANCE</b>		<b>\$501.07</b>

**City of Guthrie**  
**A/P Claims List**  
 from 6/19/2013 to 6/19/2013

Invoice #	Vendor	Description	Account	Cost
MAY/2013	BANK OF AMERICA 22774	Professional Development (Planning)	01-05-50-6048	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-05-50-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774		01-05-50-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Computer Supplies	01-05-50-6123	\$0.00
MAY/2013	BANK OF AMERICA 22774	Printing	01-05-50-6308	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-50-6316	\$0.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-05-50-6317	\$46.39
MAY/2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-50-6334	\$0.00
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$0.00
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$0.00
		<b>Total COMMUNITY DEVELOPMENT</b>		<b>\$46.39</b>
MAY/2013	BANK OF AMERICA 22774	Printing	01-05-51-6308	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-51-6316	\$0.00
MAY/2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-51-6334	\$0.00
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-51-6355	\$0.00
		<b>Total CODE COMPLIANCE</b>		<b>\$0.00</b>
MAY/2013	BANK OF AMERICA 22774	Professional Development	01-05-53-6048	\$1,693.27
MAY/2013	BANK OF AMERICA 22774	Computer Supplies	01-05-53-6123	\$50.00
MAY/2013	BANK OF AMERICA 22774	Printing	01-05-53-6308	\$0.00
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-53-6355	\$0.00
		<b>Total ECONOMIC DEVELOPMENT</b>		<b>\$1,743.27</b>
		<b>Total PLANNING</b>		<b>\$1,789.66</b>
MAY/2013	BANK OF AMERICA 22774	Literacy Programming Supplies	01-06-60-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Library Supplies	01-06-60-6117	\$0.00
MAY / 2013	BANK OF AMERICA 22774	Library Materials	01-06-60-6130	(\$21.95)
MAY/2013	BANK OF AMERICA 22774	Library Materials - Print	01-06-60-6130	\$0.00
MAY/2013	BANK OF AMERICA 22774	Library Materials - Electronic	01-06-60-6131	\$459.98
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-06-60-6317	\$310.94
MAY/2013	BANK OF AMERICA 22774	Building Maintenance	01-06-60-6387	\$54.00
		<b>Total LIBRARY</b>		<b>\$802.97</b>
		<b>Total LIBRARY</b>		<b>\$802.97</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - PD	01-07-70-6019	\$0.00
MAY/2013	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$0.00
MAY/2013	BANK OF AMERICA 22774	Chemicals	01-07-70-6104	\$0.00
MAY/2013	BANK OF AMERICA 22774	Jail Supplies	01-07-70-6106	\$82.14
MAY/2013	BANK OF AMERICA 22774	Food/Humans	01-07-70-6107	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-70-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	01-07-70-6112	\$0.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-70-6114	\$65.58
MAY/2013	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-70-6120	\$0.00
MAY/2013	BANK OF AMERICA 22774	Crime Prevention Program	01-07-70-6122	\$0.00
MAY/2013	BANK OF AMERICA 22774	Printing	01-07-70-6308	\$57.00
MAY/2013	BANK OF AMERICA 22774	Computer Maintenance/Operations	01-07-70-6311	\$4.99
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-70-6316	\$1,895.61
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-07-70-6317	\$348.25
MAY/2013	BANK OF AMERICA 22774	Communications	01-07-70-6318	\$7,124.47
MAY/2013	BANK OF AMERICA 22774	Collections	01-07-70-6340	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 6/19/2013 to 6/19/2013

Invoice #	Vendor	Description	Account	Cost
MAY/2013	BANK OF AMERICA 22774	Special Events	01-07-70-6342	\$0.00
MAY/2013	BANK OF AMERICA 22774	Training Program	01-07-70-6343	\$3,000.40
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-07-70-6355	\$0.00
MAY/2013	BANK OF AMERICA 22774	Jail Cost	01-07-70-6378	\$0.00
		<b>Total POLICE ADMINISTRATION</b>		<b>\$12,578.44</b>
MAY/2013	BANK OF AMERICA 22774	Uniform Allowance - PD	01-07-71-6019	\$0.00
MAY/2013	BANK OF AMERICA 22774	Ammunition	01-07-71-6105	\$0.00
		<b>Total POLICE OPERATIONS</b>		<b>\$0.00</b>
MAY/2013	BANK OF AMERICA 22774	Chemicals	01-07-72-6104	\$237.23
MAY/2013	BANK OF AMERICA 22774	Shelter Food/Supplies	01-07-72-6108	\$238.65
MAY/2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-72-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	01-07-72-6112	\$45.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-72-6114	\$161.51
MAY/2013	BANK OF AMERICA 22774	Animal Cages	01-07-72-6132	\$0.00
MAY/2013	BANK OF AMERICA 22774	Veternary Medicine	01-07-72-6133	\$0.00
		<b>Total ANIMAL CONTROL</b>		<b>\$682.39</b>
MAY/2013	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-77-6120	\$0.00
MAY/2013	BANK OF AMERICA 22774	Drug Enforcement Program	01-07-77-6124	\$1,440.12
MAY/2013	BANK OF AMERICA 22774	Property/Evidence Supplies	01-07-77-6323	\$139.00
MAY/2013	BANK OF AMERICA 22774	Special Investigation Operations	01-07-77-6336	\$0.00
		<b>Total CRIMINAL INVESTIGATIONS</b>		<b>\$1,579.12</b>
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-78-6114	\$16.17
		<b>Total LAKE ENFORCEMENT</b>		<b>\$16.17</b>
		<b>Total POLICE</b>		<b>\$14,856.12</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - Street Dept.	01-12-00-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Professional Development (Street Dept)	01-12-00-6048	\$0.00
MAY/2013	BANK OF AMERICA 22774	Minor Tools	01-12-00-6102	\$235.00
MAY/2013	BANK OF AMERICA 22774	Chemicals	01-12-00-6104	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Supplies	01-12-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Traffic Supplies	01-12-00-6111	\$0.00
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	01-12-00-6112	\$190.00
MAY/2013	BANK OF AMERICA 22774	Street/Sidewalks/Bridges	01-12-00-6113	\$6,890.44
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-12-00-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Signs & Materials	01-12-00-6115	\$321.45
MAY/2013	BANK OF AMERICA 22774	Fuel & Lube	01-12-00-6118	\$44.97
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-12-00-6316	\$790.45
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-12-00-6317	\$1,693.71
MAY/2013	BANK OF AMERICA 22774	Communications	01-12-00-6318	\$0.00
MAY/2013	BANK OF AMERICA 22774	Equipment Rental	01-12-00-6321	\$0.00
		<b>Total</b>		<b>\$10,166.02</b>
		<b>Total STREET</b>		<b>\$10,166.02</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$27.55
MAY/2013	BANK OF AMERICA 22774	Professional Development (Fleet Maintenanc	01-14-00-6048	\$0.00
MAY/2013	BANK OF AMERICA 22774	Minor Tools	01-14-00-6102	\$265.57
MAY/2013	BANK OF AMERICA 22774	Chemicals	01-14-00-6104	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Supplies	01-14-00-6110	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 6/19/2013 to 6/19/2013

Invoice #	Vendor	Description	Account	Cost
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	01-14-00-6112	\$82.86
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-14-00-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-00-6316	\$0.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-14-00-6317	\$12.58
MAY/2013	BANK OF AMERICA 22774	Computer Maintenance	01-14-00-6324	\$0.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Services / Charges	01-14-00-6346	\$0.00
MAY/2013	BANK OF AMERICA 22774	Required / Mandatory Testing	01-14-00-6357	\$0.00
MAY/2013	BANK OF AMERICA 22774	Reference Books	01-14-00-6379	\$0.00
		<b>Total</b>		<b>\$388.56</b>
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-41-6116	\$250.81
MAY/2013	BANK OF AMERICA 22774	Fuel & Lube	01-14-41-6118	\$650.00
		<b>Total FLEET MAINTENANCE</b>		<b>\$900.81</b>
		<b>Total FLEET MAINTENANCE</b>		<b>\$1,289.37</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms -	01-15-11-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Minor Tools	01-15-11-6102	\$124.99
MAY/2013	BANK OF AMERICA 22774	Chemicals	01-15-11-6104	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Supplies	01-15-11-6110	\$405.87
MAY/2013	BANK OF AMERICA 22774	Buildings & Grounds	01-15-11-6112	\$2,414.94
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-15-11-6114	\$7.89
MAY/2013	BANK OF AMERICA 22774	Fuel & Lube	01-15-11-6118	\$0.00
MAY/2013	BANK OF AMERICA 22774	Recreational Supplies	01-15-11-6125	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-15-11-6316	\$33.55
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-15-11-6317	\$1,639.82
		<b>Total PARKS</b>		<b>\$4,627.06</b>
		<b>Total PARKS &amp; PUBLIC GROUNDS</b>		<b>\$4,627.06</b>
		<b>Total GENERAL FUND</b>		<b>\$51,093.08</b>
MAY / 2013	BANK OF AMERICA 22774	Uniforms	09-09-90-6016	(\$202.20)
MAY/2013	BANK OF AMERICA 22774	Uniforms - FD/Suppression	09-09-90-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Professional Development (FD)	09-09-90-6048	\$3,086.26
MAY/2013	BANK OF AMERICA 22774	Minor Tools	09-09-90-6102	\$0.00
MAY/2013	BANK OF AMERICA 22774	Chemicals	09-09-90-6104	\$105.80
MAY/2013	BANK OF AMERICA 22774	Food/Humans	09-09-90-6107	\$95.84
MAY/2013	BANK OF AMERICA 22774	FD Safety Supplies	09-09-90-6110	\$1,027.02
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	09-09-90-6112	\$942.36
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	09-09-90-6114	\$12.93
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-90-6316	\$1,533.87
MAY/2013	BANK OF AMERICA 22774	14	09-09-90-6317	\$84.14
MAY/2013	BANK OF AMERICA 22774	Communications	09-09-90-6318	\$0.00
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-90-6355	\$0.00
MAY/2013	BANK OF AMERICA 22774	Certification Equipment	09-09-90-6362	\$0.00
		<b>Total SUPPRESSION</b>		<b>\$6,686.02</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - FD/EMS	09-09-92-6016	\$654.31
MAY/2013	BANK OF AMERICA 22774	Professional Development (EMS)	09-09-92-6048	\$1,331.86
MAY/2013	BANK OF AMERICA 22774	Chemicals/Ambulance Supplies	09-09-92-6104	\$7,854.80
MAY/2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	09-09-92-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-92-6316	\$810.76
MAY/2013	BANK OF AMERICA 22774	Communications	09-09-92-6318	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 6/19/2013 to 6/19/2013

Invoice #	Vendor	Description	Account	Cost
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-92-6355	\$0.00
MAY/2013	BANK OF AMERICA 22774	Professional Services	09-09-92-6373	\$0.00
		<b>Total EMS</b>		<b>\$10,651.73</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - FD/Admin	09-09-96-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Professional Development (Fire - Admin)	09-09-96-6048	\$35.13
MAY/2013	BANK OF AMERICA 22774	Minor Tools	09-09-96-6102	\$0.00
MAY/2013	BANK OF AMERICA 22774	Food/Humans	09-09-96-6107	\$60.58
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	09-09-96-6114	\$216.32
MAY/2013	BANK OF AMERICA 22774	Public Education	09-09-96-6121	\$0.00
MAY/2013	BANK OF AMERICA 22774	FD Printing	09-09-96-6308	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-96-6316	\$41.50
MAY/2013	BANK OF AMERICA 22774	Communications	09-09-96-6318	\$0.00
MAY/2013	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-96-6355	\$0.00
		<b>Total PREVENTION</b>		<b>\$353.53</b>
		<b>Total FIRE</b>		<b>\$17,691.28</b>
		<b>Total FIRE/EMS FUND</b>		<b>\$17,691.28</b>
MAY/2013	BANK OF AMERICA 22774	Buildings & Grounds (GPWA)	20-21-00-6112	\$892.98
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-21-00-6114	\$499.97
MAY/2013	BANK OF AMERICA 22774	May 24, 2011 Tornado Fund	20-21-00-6120	\$0.00
MAY/2013	BANK OF AMERICA 22774	Telephone	20-21-00-6301	\$1,950.87
MAY/2013	BANK OF AMERICA 22774	Printing	20-21-00-6308	\$0.00
MAY/2013	BANK OF AMERICA 22774	Postage	20-21-00-6309	\$0.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-21-00-6317	\$195.62
MAY/2013	BANK OF AMERICA 22774	Communications	20-21-00-6318	\$29.90
MAY/2013	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	\$52.72
MAY/2013	BANK OF AMERICA 22774	Maintenance Agreements	20-21-00-6347	\$0.00
MAY/2013	BANK OF AMERICA 22774	Professional Services	20-21-00-6373	\$0.00
		<b>Total</b>		<b>\$3,622.06</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$3,622.06</b>
MAY/2013	BANK OF AMERICA 22774	Professional Development (GPWA Admin)	20-22-00-6048	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total PUBLIC WORKS ADMINISTRATION</b>		<b>\$0.00</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - WTP	20-23-00-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Professional Development (WTP)	20-23-00-6048	\$732.38
MAY/2013	BANK OF AMERICA 22774	Minor Tools	20-23-00-6102	\$0.00
MAY/2013	BANK OF AMERICA 22774	Chemicals/Medical	20-23-00-6104	\$0.00
MAY/2013	BANK OF AMERICA 22774	Lab Supplies	20-23-00-6109	\$112.79
MAY/2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-23-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	20-23-00-6112	\$0.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-23-00-6114	\$0.00
MAY 2013	BANK OF AMERICA 22774	Fuel & Lube	20-23-00-6118	\$1,261.70
MAY/2013	BANK OF AMERICA 22774	Annual State Water Testing	20-23-00-6303	\$1,293.49
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-23-00-6316	\$38.15
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-23-00-6317	\$570.20
MAY/2013	BANK OF AMERICA 22774	Computer Maintenance	20-23-00-6324	\$0.00
MAY/2013	BANK OF AMERICA 22774	Publishing Fees	20-23-00-6334	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 6/19/2013 to 6/19/2013

Invoice #	Vendor	Description	Account	Cost
MAY/2013	BANK OF AMERICA 22774	Booster Station	20-23-00-6335	\$2,262.00
		<b>Total</b>		<b>\$6,270.71</b>
		<b>Total WATER PLANT</b>		<b>\$6,270.71</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - WWTP	20-24-00-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Minor Tools	20-24-00-6102	\$160.80
MAY/2013	BANK OF AMERICA 22774	Chemicals	20-24-00-6104	\$0.00
MAY/2013	BANK OF AMERICA 22774	Lab Supplies	20-24-00-6109	\$1,595.00
MAY/2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-24-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Buildings & Grounds	20-24-00-6112	\$1,619.61
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-24-00-6114	\$188.78
MAY/2013	BANK OF AMERICA 22774	Fuel & Lube	20-24-00-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	\$6,896.23
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-24-00-6316	\$574.17
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-24-00-6317	\$436.71
MAY/2013	BANK OF AMERICA 22774	Required/Mandatory Testing	20-24-00-6357	\$0.00
		<b>Total</b>		<b>\$11,471.30</b>
		<b>Total WASTE WATER TREATMENT PLANT</b>		<b>\$11,471.30</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - Convenience Ctr.	20-26-00-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774	Minor Tools	20-26-00-6102	\$3.42
MAY/2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-26-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	20-26-00-6112	\$0.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-26-00-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Fuel & Lube	20-26-00-6118	\$0.00
MAY/2013	BANK OF AMERICA 22774	Printing	20-26-00-6308	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-26-00-6316	\$0.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-26-00-6317	\$140.26
		<b>Total</b>		<b>\$143.68</b>
		<b>Total CONVENIENCE CENTER</b>		<b>\$143.68</b>
MAY/2013	BANK OF AMERICA 22774	Uniforms - Line Maintenance	20-27-00-6016	\$0.00
MAY/2013	BANK OF AMERICA 22774		20-27-00-6048	\$315.00
MAY/2013	BANK OF AMERICA 22774	Minor Tools	20-27-00-6102	\$60.57
MAY/2013	BANK OF AMERICA 22774	Chemicals	20-27-00-6104	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-27-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Buildings and Grounds	20-27-00-6112	\$0.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-27-00-6114	\$554.42
MAY/2013	BANK OF AMERICA 22774	Water/Sewer Maintenance	20-27-00-6119	\$1,819.88
MAY/2013	BANK OF AMERICA 22774	Street/Sidewalks	20-27-00-6313	\$308.18
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-27-00-6316	\$231.18
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-27-00-6317	\$2,915.29
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Services/Charges	20-27-00-6346	\$0.00
		<b>Total</b>		<b>\$6,204.52</b>
		<b>Total LINE MAINTENANCE</b>		<b>\$6,204.52</b>
MAY/2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-28-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-28-00-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Water Meters	20-28-00-6129	\$0.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-28-00-6316	\$304.73

**City of Guthrie**  
**A/P Claims List**  
 from 6/19/2013 to 6/19/2013

Invoice #	Vendor	Description	Account	Cost
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-28-00-6317	\$343.75
		<b>Total</b>		<b>\$648.48</b>
		<b>Total METER DEPARTMENT</b>		<b>\$648.48</b>
MAY/2013	BANK OF AMERICA 22774	Chemicals	20-29-00-6104	\$783.72
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	20-29-00-6112	\$2,329.78
MAY/2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-29-00-6114	\$0.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-29-00-6317	\$0.00
		<b>Total</b>		<b>\$3,113.50</b>
		<b>Total MUNICIPAL POOL</b>		<b>\$3,113.50</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$31,474.25</b>
MAY/2013	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$4,379.41
		<b>Total LIBRARY</b>		<b>\$4,379.41</b>
MAY/2013	BANK OF AMERICA 22774	Police: OSBI Grant	30-30-07-6357	\$0.00
MAY/2013	BANK OF AMERICA 22774	PD Grant	30-30-07-6358	\$0.00
MAY/2013	BANK OF AMERICA 22774	Bullet Proof Vest Grant	30-30-07-6597	\$0.00
		<b>Total POLICE DEPARTMENT</b>		<b>\$0.00</b>
		<b>Total GRANTS</b>		<b>\$4,379.41</b>
		<b>Total GRANTS FUND</b>		<b>\$4,379.41</b>
MAY/2013	BANK OF AMERICA 22774	Capital Outlay / mower	45-45-00-6532	\$0.00
MAY/2013	BANK OF AMERICA 22774	Park Improvements	45-45-00-6545	\$0.00
MAY/2013	BANK OF AMERICA 22774	Lake Improvents	45-45-00-6546	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total HOTEL/MOTEL-TOURISM</b>		<b>\$0.00</b>
		<b>Total HOTEL/MOTEL TAX FUND</b>		<b>\$0.00</b>
MAY/2013	BANK OF AMERICA 22774	WTP Building	50-50-00-6114	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total WATER TREATMENT PLANT IMPROVEMENT</b>		<b>\$0.00</b>
		<b>Total WATER TREATMENT PLANT FUND</b>		<b>\$0.00</b>
MAY/2013	BANK OF AMERICA 22774	All Copler Lease	54-54-02-6705	\$4,067.14
		<b>Total ADMINISTRATION</b>		<b>\$4,067.14</b>
MAY/2013	BANK OF AMERICA 22774	E911	54-54-07-6514	\$0.00
MAY/2013	BANK OF AMERICA 22774	Computer Server	54-54-07-6515	\$0.00
		<b>Total POLICE DEPARTMENT</b>		<b>\$0.00</b>
		<b>Total FACILITIES</b>		<b>\$4,067.14</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$4,067.14</b>
MAY/2013	BANK OF AMERICA 22774	Capital Outlay - Cemetery	72-72-00-6519	\$925.00
		<b>Total</b>		<b>\$925.00</b>
		<b>Total CEMETERY CARE</b>		<b>\$925.00</b>
		<b>Total CEMETERY CARE FUND</b>		<b>\$925.00</b>

**City of Guthrie**  
**A/P Claims List**  
*from 6/19/2013 to 6/19/2013*

Invoice #	Vendor	Description	Account	Cost
MAY/2013	BANK OF AMERICA 22774	Professional Development (Airport)	98-98-00-6048	\$275.00
MAY/2013	BANK OF AMERICA 22774	Office Supplies	98-98-00-6101	\$0.00
MAY/2013	BANK OF AMERICA 22774	Minor Tools	98-98-00-6102	\$0.00
MAY/2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	98-98-00-6110	\$0.00
MAY/2013	BANK OF AMERICA 22774	Building & Grounds	98-98-00-6112	\$56.00
MAY/2013	BANK OF AMERICA 22774	Telephone & Internet	98-98-00-6301	\$205.09
MAY/2013	BANK OF AMERICA 22774	Printing	98-98-00-6308	\$0.00
MAY/2013	BANK OF AMERICA 22774	Airport Beacon	98-98-00-6315	\$179.00
MAY/2013	BANK OF AMERICA 22774	Vehicle Maintenance	98-98-00-6316	\$0.00
MAY/2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	98-98-00-6317	\$26.17
MAY/2013	BANK OF AMERICA 22774		98-98-00-6373	\$0.00
		Total		\$741.26
		Total AIRPORT FUND		\$741.26
		Total AIRPORT FUND		\$741.26
		Total All Funds		\$110,371.42

**City of Guthrie**

6/20/2013 8:37am

Page 1

**A/P Claims List**

6/20/2013 to 6/20/2013

Invoice #	Vendor	Description	Account	Cost
MAY/2013	WASTE CONNECTIONS, INC	RENT	20-00-00-5466	(\$250.00)
2034452	ASHLEIGH B SPAID	OVERPAYMENT ON FINAL BILL	20-00-00-5480	\$90.23
2034454	DONALD OR ANDREA WILBUR	OVERPAYMENT ON FINAL BILL	20-00-00-5480	\$64.48
2034453	MATTHEW GELLENBACK	OVERPAYMENT ON FINAL BILL	20-00-00-5480	\$148.89
		<b>Total</b>		<b>\$53.60</b>
		<b>Total</b>		<b>\$53.60</b>
1263890	WASTE CONNECTIONS, INC	Sanitation Service Agreement	20-21-00-6348	\$72,397.83
		<b>Total</b>		<b>\$72,397.83</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$72,397.83</b>
2034104	VALERIE EPPERSON (329)	Mileage FY 2012-2013	20-22-00-6047	\$84.19
		<b>Total</b>		<b>\$84.19</b>
		<b>Total PUBLIC WORKS ADMINISTRATION</b>		<b>\$84.19</b>
1263890	WASTE CONNECTIONS, INC	Sanitation Service Agreement	20-26-00-6375	\$3,274.72
		<b>Total</b>		<b>\$3,274.72</b>
		<b>Total CONVENIENCE CENTER</b>		<b>\$3,274.72</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$75,810.34</b>
02-020840-003	UTILITY REFUND/DEPOSIT		71-00-00-5555	\$13.12
02-022220-006	UTILITY REFUND/DEPOSIT		71-00-00-5555	\$4.78
07-070715-002	UTILITY REFUND/DEPOSIT		71-00-00-5555	\$75.00
09-090360-006	UTILITY REFUND/DEPOSIT		71-00-00-5555	\$105.92
11-113010-006	UTILITY REFUND/DEPOSIT		71-00-00-5555	\$34.41
13-134031-002	UTILITY REFUND/DEPOSIT		71-00-00-5555	\$11.30
14-142755-017	UTILITY REFUND/DEPOSIT		71-00-00-5555	\$140.17
		<b>Total</b>		<b>\$384.70</b>
		<b>Total</b>		<b>\$384.70</b>
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$384.70</b>
		<b>Total All Funds</b>		<b>\$76,195.04</b>

**City of Guthrie**  
**A/P Claims List**  
 from 6/27/2013 to 6/27/2013

Invoice #	Vendor	Description	Account	Cost
JULY 2013	O.M.A.G.(21303)	Building/Property Monthly Payment	01-01-00-6326	\$3,433.07
JULY 2013	O.M.A.G.(21302)	Worker's Compensation Monthly Payments fo	01-01-00-6326	\$13,048.55
		<b>Total</b>		<b>\$16,481.62</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$16,481.62</b>
JULY 2013	RANDEL C. SHADID (20656)	Postage - Reimbursement, etc.	01-02-20-6054	\$4.14
		<b>Total CITY MANAGER</b>		<b>\$4.14</b>
		<b>Total ADMINISTRATION</b>		<b>\$4.14</b>
92666298	ESRI 22454	ArcGis for Desktop Basic single Use Primary	01-05-50-6123	\$400.00
		<b>Total COMMUNITY DEVELOPMENT</b>		<b>\$400.00</b>
448	A CUT ABOVE LAWN SERVICE	2 Abatements	01-05-51-6354	\$200.00
503	A CUT ABOVE LAWN SERVICE	2 Abatements	01-05-51-6354	\$180.00
636	A CUT ABOVE LAWN SERVICE	2 Abatements	01-05-51-6354	\$200.00
637	A CUT ABOVE LAWN SERVICE	2 Abatements	01-05-51-6354	\$180.00
		<b>Total CODE COMPLIANCE</b>		<b>\$760.00</b>
		<b>Total PLANNING</b>		<b>\$1,160.00</b>
20130415	C.O.P.S. PRODUCTS, L.L.C. 2262	Boots - Mize and Tactical Holsters	01-07-70-6110	\$334.54
20130518	C.O.P.S. PRODUCTS, L.L.C. 2262	Replacement Uniform - Haddock	01-07-70-6110	\$89.14
20130570	C.O.P.S. PRODUCTS, L.L.C. 2262	Boots - Mize and Tactical Holsters	01-07-70-6110	\$225.00
0028655-IN	R.O.C.I.C. (1202)	Membership Fees	01-07-70-6355	\$300.00
		<b>Total POLICE ADMINISTRATION</b>		<b>\$948.68</b>
2034462	MICHAEL JOHNS 22895	Supplies for K-9 Pen	01-07-77-6124	\$21.65
		<b>Total CRIMINAL INVESTIGATIONS</b>		<b>\$21.65</b>
		<b>Total POLICE</b>		<b>\$970.33</b>
JULY 2013	SHINEY BAYS (22581)	GPWA Car Wash	01-14-41-6116	\$18.10
		<b>Total FLEET MAINTENANCE</b>		<b>\$18.10</b>
		<b>Total FLEET MAINTENANCE</b>		<b>\$18.10</b>
0002055	HURLEY PLUMBING 267	Emergency Repairs	01-15-11-6112	\$59.95
3725	PONDS RX 22643	POND SERVICES FOR HIGHLAND PARK	01-15-11-6112	\$169.00
		<b>Total PARKS</b>		<b>\$228.95</b>
		<b>Total PARKS &amp; PUBLIC GROUNDS</b>		<b>\$228.95</b>
		<b>Total GENERAL FUND</b>		<b>\$18,863.14</b>
113	TIGAR PHYSICIAN STAFFING 2	MEDICAL DIRECTOR SERVICES THROUG	09-09-92-6373	\$2,400.00
		<b>Total EMS</b>		<b>\$2,400.00</b>
		<b>Total FIRE</b>		<b>\$2,400.00</b>
		<b>Total FIRE/EMS FUND</b>		<b>\$2,400.00</b>
JULY 2013	O.M.A.G.(21303)	Building/Property Monthly Payment	20-21-00-6326	\$3,433.07
JULY 2013	O.M.A.G.(21302)	Worker's Compensation Monthly Payments fo	20-21-00-6326	\$13,048.55
		<b>Total</b>		<b>\$16,481.62</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$16,481.62</b>
97120	SOUTHWEST CHEMICAL (20977)	Water Treatment Plant Chemicals	20-23-00-6104	\$774.50

**City of Guthrie**  
**A/P Claims List**  
 from 6/27/2013 to 6/27/2013

Invoice #	Vendor	Description	Account	Cost
97198	SOUTHWEST CHEMICAL (20977)	Water Treatment Plant Chemicals	20-23-00-6104	\$3,978.00
97230	SOUTHWEST CHEMICAL (20977)	Water Treatment Plant Chemicals	20-23-00-6104	\$774.50
		<b>Total</b>		<b>\$5,527.00</b>
		<b>Total WATER PLANT</b>		<b>\$5,527.00</b>
97121	SOUTHWEST CHEMICAL (20977)	Bleach and Sodium Bisulfite	20-24-00-6104	\$2,589.75
97284	SOUTHWEST CHEMICAL (20977)	Bleach and Sodium Bisulfite	20-24-00-6104	\$3,290.25
		<b>Total</b>		<b>\$5,880.00</b>
		<b>Total WASTE WATER TREATMENT PLANT</b>		<b>\$5,880.00</b>
367676	GOOCH-SMITH ELECTRIC(1279)	Emergency Repairs	20-29-00-6112	\$110.00
913703	GOOCH-SMITH ELECTRIC(1279)	Emergency Repairs	20-29-00-6112	\$65.00
0002056	HURLEY PLUMBING 267	Emergency Repairs	20-29-00-6112	\$147.35
0002061	HURLEY PLUMBING 267	Emergency Repairs	20-29-00-6112	\$120.00
1377.	OKLA STATE DEPARTMENT OF	Pool Renewal License 2013	20-29-00-6112	\$50.00
		<b>Total</b>		<b>\$492.35</b>
		<b>Total MUNICIPAL POOL</b>		<b>\$492.35</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$28,380.97</b>
0038764	AUTO-GRAPHICS, INC. (21799)	Software Package and Hosling	30-30-06-6541	\$2,108.00
		<b>Total LIBRARY</b>		<b>\$2,108.00</b>
		<b>Total GRANTS</b>		<b>\$2,108.00</b>
		<b>Total GRANTS FUND</b>		<b>\$2,108.00</b>
AG13051032	DOLESE BROTHERS CO. (153)	SAND FOR PLAYGROUND FALL ZONE IN P	45-45-00-6545	\$96.68
		<b>Total</b>		<b>\$96.68</b>
		<b>Total HOTEL/MOTEL-TOURISM</b>		<b>\$96.68</b>
		<b>Total HOTEL/MOTEL TAX FUND</b>		<b>\$96.68</b>
JULY 2013	OKLAHOMA STATE BANK (22069)	10 Wheel Dump Truck Monthly Payment	54-56-12-6708	\$2,031.00
JULY 2013	COMMUNITY STATE BANK 2287	Cat Warren Lease/Purchase Monthly Paymen	54-56-12-6718	\$2,687.82
		<b>Total STREET DEPARTMENT</b>		<b>\$4,718.82</b>
		<b>Total VEHICLES &amp; EQUIPMENT</b>		<b>\$4,718.82</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$4,718.82</b>
2034457	JUSTIN HEID 22847	Mileage Reimbursement	98-98-00-6047	\$138.90
JULY 2013	O.M.A.G.(21303)	Building/Property Monthly Payment	98-98-00-6329	\$307.07
JULY 2013	O.M.A.G.(21302)	Worker's Compensation Monthly Payments fo	98-98-00-6329	\$429.80
2034430	USDA-APHIS-WILDLIFE SERVICE	Wildlife Management Contract	98-98-00-6373	\$800.00
		<b>Total</b>		<b>\$1,675.77</b>
11071360-13	GARVER 22519	AIP Admin Services #3-40-0036-013-2012	98-98-94-6373	\$18,201.34
		<b>Total AIRPORT IMPROVEMENTS</b>		<b>\$18,201.34</b>
		<b>Total AIRPORT FUND</b>		<b>\$19,877.11</b>
		<b>Total AIRPORT FUND</b>		<b>\$19,877.11</b>
JULY 2013	OKLAHOMA DEPARTMENT OF C	Spirit Wing Payment	99-99-00-6702	\$1,041.67
		<b>Total</b>		<b>\$1,041.67</b>

**City of Guthrie**  
**A/P Claims List**  
from 6/27/2013 to 6/27/2013

Invoice #	Vendor	Description	Account	Cost
		Total GUTHRIE INDUSTRIAL DEVLEOPMENT		\$1,041.67
		Total GUTHRIE INDUSTRIAL DEVELOPMENT		\$1,041.67
		Total All Funds		\$77,486.39