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**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

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**SPECIAL CITY COUNCIL MEETING WORKSHOP**

City Hall – 101 North Second Street, Guthrie, Oklahoma

**Third Floor Conference Room**

February 4, 2014 at 6:00p.m.

**AGENDA**

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

**CALL TO ORDER** – This meeting is called to order on Tuesday, February 4, 2014 at 6:00p.m. Mayor and Council Members are present and declare a quorum present.

1. Public Comments
2. Discussion regarding Territorial Squares leased property (Girl Scout building)
3. Discussion regarding agenda items
4. Request for future items of discussion
5. 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, February 4, 2014 at 7:00pm

1. Call to Order
2. Community Announcements and Recognitions
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 January 21, 2014 ..... 1
4. Adjourn

**CITY COUNCIL MEETING**

62<sup>nd</sup> City Council

101 North Second Street

Tuesday, February 4, 2014, 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 City Council Workshop Meeting held January 21, 2014.. 3
  - B. Consider approval of minutes of the Regular City Council Meeting held on January 21, 2014 . 6
  - C. Consider approval of the CPI Amendment to Hangar Ground Lease # 10, Excelsior Properties. 9
  - D. Consider approval of the CPI Amendment to Hangar Ground Lease # 12, H.G. Adams. .... 13
  - E. Consider approval of the CPI Amendment to Hangar Ground Lease # 16, Alpine Aviation. .... 17
  - F. Consider approval of the CPI Amendment to Hangar Ground Lease # 16A, 16A LLC. .... 21
  - G. Consider approval of the CPI Amendment to Hangar Ground Lease # 27, Kent Officer. .... 25
  - H. Consider approval of requesting bids for mineral lease of seven (7) mineral acres described as the South 95 feet of Lot B, the South 95 feet of Lot C, the South 95 feet of the East 89 feet of Lot D (Lots B, C, and D are out of river Lot 5), and all Lot of 1, being located in the Riverside subdivision in the Southwest Quarter, including all accretion and riparian rites pertinent to in Section 32, Township 17 North, Range 2 West of the Indian Meridian to Logan County, Oklahoma. .... 29
3. Consider action on Ordinance No. 3241, deannexing area described generally as the 50 foot strip more or less on east, south and west sides of the City of Guthrie. .... 32

4. Discussion and possible action to approve the Highland Park House Occupancy Agreement between the City of Guthrie and the Guthrie Parks Superintendent, as recommended by the Guthrie Park Board. .... 38
5. Discussion and possible action of the Mayor’s re-appointment of Kenton Woodard and Zachary Colorio to the Guthrie Park Board..... 48
6. Discussion and possible action to approve Vice Mayor John Wood’s request to attend the Oklahoma Municipal League Water/Environmental Summit at Rose State College in Midwest City, Oklahoma on Friday, February 21, 2014 and to pay the registration fee in the amount of \$85.00..... 62
7. City Manager’s Report
8. Requests/comments from members of the City Council
9. Consider approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, as follows:
  - A. 307(B)(1), for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of public officer or employee (City Clerk/City Treasurer).
10. Consideration of action regarding City Clerk/City Treasurer.
11. Adjourn

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

January 21, 2014

The regular meeting of the Guthrie Public Works Authority was posted on Friday, January 17, 2014, before 5:00 p.m. and held January 21, 2014, in the Guthrie City Hall Council Chambers.

Pledge of Allegiance was led by Vice Chairman John Wood.

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

Vice Chairman John Wood called the meeting to order at 7:03 p.m.

Members Present:	John Wood	Trey Ayers	Gaylord Z. Thomas
	Mary Coffin	Jeff Taylor	

Members Absent:	Mark Spradlin	Sharyl Padgett
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Staff Present:	Sereniah Breland	Randel Shadid	Wanda Calvert
	Maxine Pruitt	Aaron Ryburn	Jim Ahlgren
	Cyndi O	Damon Devereaux	Cody Mosley

Vice Chairman Wood declared a quorum with five (5) Trustees in attendance.

**Community Announcements and Public Recognition.** Ms. Lucy Swanson presented the Chamber of Commerce/Convention and Visitors Bureau Quarterly Report.

Evelyn Nephew informed the City Council of the Black Heritage Month Events and invited them to the 25<sup>th</sup> Annual Taste & Tell Cook-Off and Mary Mahoney Health & Wellness Screening.

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

- A. Consider approval of the minutes of the Regular Guthrie Public Works Authority Meeting held on January 7, 2014.
- B. Consider approval of Budget Amendment No. 4 increasing the budget for the General Fund, GPWA Fund, Fire-EMS Fund, Hotel/Motel Tax Fund, Capital Projects Fund, CMOM Fund, Cemetery Care Fund, General Stabilization Fund, GPWA Stabilization Fund, Airport Grant Fund, Airport Fund, USDA Rural Development Fund and GIDA Fund for Fiscal Year 2013.

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

Aye: Wood, Ayers, Taylor, Thomas, Coffin

Nay: None

Vice Chairman Wood declared the motion carried unanimously.

**Adjourn.** There being no further business for the Guthrie Public Works Authority Trustees, Vice Chairman Wood declared the meeting adjourned at 7:08 p.m.

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Wanda Calvert, City Clerk

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John Wood, Vice Chairman

MINUTES

CITY COUNCIL MEETING

Council Workshop

January 21, 2014

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Thursday, January 16, 2014, before 5:00 p.m. and held January 21, 2014, in the Guthrie City Hall Third Floor Conference Room.

Vice Mayor John Wood called the meeting to order at 6:00 p.m.

Members Present:	John Wood	Trey Ayers	Gaylord Z. Thomas
	Mary Coffin		

Members Absent:	Mark Spradlin	Sharyl Padgett	Jeff Taylor
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Staff Present:	Sereniah Breland	Randel Shadid	Wanda Calvert
	Maxine Pruitt	Aaron Ryburn	Jim Ahlgren
	Rene Spineto	Cyndi O	Damon Devereaux
	Cody Mosley		

Vice Mayor Wood declared a quorum with four (4) Councilmembers in attendance.

**Public Comments.** None.

Councilmember Taylor present at 6:07 p.m.

**Police Department Annual Update.** Police Chief Damon Devereaux gave the City Council an update on the Police Department duties and activities performed in calendar year 2013.

**Discussion regarding agenda items:**

**Budget Amendment No. 4.** The proposed item is to consider approval of Budget Amendment No. 4 increasing the budget for the General Fund, GPWA Fund, Fire-EMS Fund, Hotel/Motel Tax Fund, Capital Projects Fund, CMOM Fund, Cemetery Care Fund, General Stabilization Fund, GPWA Stabilization Fund, Airport Grant Fund, Airport Fund, USDA Rural Development Fund and GIDA Fund for the Fiscal Year 2013.

**Exercise for Fines Program at the Guthrie Public Library.** The proposed item is to consider authorizing the Library Staff to implement the Exercise for Fines Program for two months from February 5, 2014 to March 27, 2014. When overdue fines do not serve the deterrent purpose of encouraging the return of library materials, they may discourage customers from returning to the library at all and so become a barrier to library access. The

Guthrie Public Library would like to provide an alternate means for library customers to reconcile their owed library fines and return to the library. Thus, Guthrie Public Library is partnering with Anytime Fitness and the YMCA to offer the Exercise for Fines Program. Library customers will have the opportunity to exercise free of charge at these local fitness establishments. Each fifteen minutes of exercise will reduce owed library fines by \$1. The incentive program will run for a two-month window, during which time the participating fitness agencies will have one designated “library day” each week. The purpose of this program is manifold: to provide library customers an alternative means of clearing fines and regaining access to the library; to provide customers the opportunity to preview local fitness agencies and potentially become members of those establishments; to strengthen ties between the library and community organizations; and to encourage a lifestyle of fitness and wellness in support of both core and optional community indicators of the national Communities of Excellence Program and the Get Fit Logan County Initiative.

**Request for Lump Sum Payment from the City of Guthrie’s Retirement Plan.** The proposed item is to consider authorizing a request from Edward Vick for a lump sum payment from the City of Guthrie’s retirement plan – Oklahoma Municipal Retirement Fund. Edward Vick is a 28 year employee of the City of Guthrie that will be retiring from our employment effective March 28, 2014. Mr. Vick has requested a lump sum payment under the provisions of the plan.

**Highland Park Caretaker House Agreement.** City Staff requested this item be removed for further review.

**Guthrie Park Board Appointments.** With Mayor Spradlin being absent, Councilmember Coffin requested this item be removed for further discussion with the Mayor.

**Discussion regarding City Limits and the 50’ Wide Strip.** On January 7, 2014 Community Development Director Rene Spineto informed during the December 3, 1968 meeting of the Guthrie City Council, a series of Ordinances were passed to annex a strip of land surrounding the east, west and south sides of the City of Guthrie. The strip is currently approximately 50 to 66 feet wide and begins at the southern tip of Santa Fe Lake, goes east approximately two miles east down University Avenue to Post Road, then follows Post Road three and one-half miles to Waterloo Road, and then follows Waterloo Road (and other parallel roads) approximately fourteen miles to Meridian and then follows Meridian north approximately seven miles, and then turns east on College for approximately seven miles to the western most boundary of the main body of the City of Guthrie. At various subsequent City Council meetings since 1968, the exact location and width of the strip were adjusted. On September 4, 2012, Ordinance No. 3241 was presented to City Council to de-annex the portion of land known as the “Strip” from the City limits of the City of Guthrie. At that time City Council tabled Ordinance No. 3241 to a later date. City Attorney Shadid updated the City Council on Court Cases regarding municipalities annexing a “strip” and on the Attorney General’s opinions that have been published.

**Request for future items of discussion.**

- Term limits for Boards and Commissions Members

**Adjournment.** There being no further business for the Guthrie City Council, Vice Mayor Wood declared the meeting adjourned at 6:32 p.m.

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Wanda Calvert, City Clerk

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John Wood, Vice Mayor

MINUTES

CITY COUNCIL MEETING

January 21, 2014

The regular meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, January 17, 2014 before 5:00 p.m. and held January 21, 2014 in the Guthrie City Hall Council Chambers.

Vice Mayor John Wood called the meeting to order at 7:09 p.m.

Members Present:	John Wood	Trey Ayers	Gaylord Z. Thomas
	Mary Coffin	Jeff Taylor	

Members Absent:	Mark Spradlin	Sharyl Padgett
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Staff Present:	Sereniah Breland	Randel Shadid	Wanda Calvert
	Maxine Pruitt	Aaron Ryburn	Jim Ahlgren
	Cyndi O	Damon Devereaux	Cody Mosley

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

**Consent Agenda.** Consent Agenda F, Consider approval of the Highland Park House Occupancy Agreement, was removed for further review. Motion by Councilmember Ayers, 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 January 7, 2014.
- B. Consider approval of the minutes of the Regular City Council Meeting held on January 7, 2014.
- C. Consider approval of Budget Amendment No. 4 increasing the budget for the General Fund, GPWA Fund, Fire-EMS Fund, Hotel/Motel Tax Fund, Capital Projects Fund, CMOM Fund, Cemetery Care Fund, General Stabilization Fund, GPWA Stabilization Fund, Airport Grant Fund, Airport Fund, USDA Rural Development Fund and GIDA Fund for Fiscal Year 2013.
- D. Consider approval of authorizing Library Staff to implement the Exercise for Fines Program for two months from February 5, 2014 to March 27, 2014.
- E. Consider approval of a request from Edward Vick for a lump sum payment from the City of Guthrie Retirement Plan – Oklahoma Municipal Retirement Fund.

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

Aye: Wood, Ayers, Taylor, Thomas, Coffin

Nay: None

Vice Mayor Wood declared the motion carried unanimously.

**Highland Park House Occupancy Agreement.** Motion by Councilmember Coffin, seconded by Councilmember Ayers, moved approval to table the consideration of the Highland Park House Occupancy Agreement between the City of Guthrie and the Guthrie Parks Superintendent, as recommended by the Guthrie Park Board to the next regular City Council Meeting – February 4, 2014. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Wood, Ayers, Taylor, Thomas, Coffin

Nay: None

Vice Mayor Wood declared the motion carried unanimously.

**City Manager's Report.** Expressed a "Thank You" for the Martin Luther King, Jr. Holiday; reminded City Council of the Finance Committee Meeting to be held on January 28, 2014; informed the Guthrie Park Board met to discuss the type(s) of replacement trees to be planted where the trees were removed from the planters in the Harrison Street Parking Lot, also known as the Victor Mall Parking Lot along with lighting and irrigation system and expressed a "Thank You" to the Guthrie Park Board Members and Joe Coffin for the dedicated service on this project; informed the second Citizens Academy will be this Thursday; informed she would be out of the office Wednesday, Thursday and Friday for a City Manager Conference; and for a speedy recovery for Mayor Spradlin and Councilmember Padgett.

**Requests/comments from members of the City Council.** Expressed a "Thank You" to the Street Department for repairing/patching the roads, to the Firefighters on an outstanding job on the recent fires and to the individuals attending the Citizens Government Academy; encouraged the community to take advantage of the Exercise for Fines for overdue Library books; Vice Mayor Wood informed he attended the Congress for Mayors and read a Proclamation at the Martin Luther King, Jr. Event; and informed the community of events happening in Guthrie.

**Executive Session.** Motion by Councilmember Taylor, seconded by Councilmember Coffin, moved approval to convene into Executive Session pursuant to the authority of Title 25, O.S. 2001, as follows:

- A. 307(B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Logan County Rural Water District No. 1).

- B. 307(B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Cedar Valley).

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

Aye: Wood, Ayers, Taylor, Thomas, Coffin

Nay: None

Vice Mayor Wood declared the motion carried unanimously at 7:16 p.m. Attending Executive Session were Vice Mayor Wood, Councilmember Ayers, Taylor, Thomas and Coffin, City Manager Breland and City Attorney Shadid.

**Reconvene.** Vice Mayor Wood reconvened the Guthrie City Council Meeting at 7:50 p.m. and stated no action was taken in Executive Session.

**Consideration of action regarding Logan County Rural Water District No. 1.** No action was taken.

**Consideration of action regarding Cedar Valley.** No action was taken.

**Adjourn.** There being no further business for the Guthrie City Council, Vice Mayor Wood declared the meeting adjourned at 7:51 p.m.

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Wanda Calvert, City Clerk

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John Wood, Vice Mayor



Agenda Item Cover Letter

Meeting: [X] City Council, [ ] GPWA, [ ] Other:
Date of Meeting: 02/04/2014
Contact: Justin Heid, Airport Manager

Agenda Item: Consider approval of the CPI Amendment to Hangar Ground Lease # 10, Excelsior Properties.

Summary: Per the lease agreement between the City of Guthrie and Excelsior Properties the Lessor wishes to exercise their right as stated in Paragraph 2, to adjust the rental fee every five (5) years according to the annual percentage increases in the Consumer Price Index for the five (5) preceding years.

Funding Expected: [X] Revenue, [ ] Expenditure, [ ] N/A
Budgeted: [ ] Yes, [ ] No, [ ] N/A
Account Number: 98-00-00-5463, Amount: \$57.37 (increase amount)
Legal Review: [ ] N/A, [X] Required, Completed Date: 01/29/2014
Mayor's Appt.: [ ] Yes, [ ] No

Supporting documents attached: Amendment to Hangar Ground Lease Agreement; Exhibit "A"

Recommendation: Approve Amendment to Hangar Ground Lease for Hangar #10

Action Needed: [ ] Public Hearing, [X] Motion, [ ] Emergency Clause





**"EXHIBIT A"**

**Excelsior Properties - Hangar # 10**

**Lease increase Based on the U.S. Department Of Labor Statistics**

**Consumer Price Index (South Urban Region, All Items)**

Current Price per Square Foot.

0.0824

<b>Year</b>	<b>Increase</b>	<b>Cost Increase</b>	<b>Cost Per SF</b>
2009	-0.40%	-0.0003	0.0821
2010	1.70%	0.0014	0.0835
2011	3.40%	0.0028	0.0863
2012	2.10%	0.0018	0.0881
2013	1.60%	0.0014	0.0895
<b>Total</b>			<b>0.0895</b>

Original cost for Hanger Ground Lease	8,080	Sq Ft \$	665.88
New Ground Lease Cost	8,080	Sq Ft \$	723.37
Increase in Cost of Lease		\$	57.49



Agenda Item Cover Letter

Meeting: [X] City Council, [ ] GPWA, [ ] Other:
Date of Meeting: 02/04/2014
Contact: Justin Heid, Airport Manager

Agenda Item: Consider approval of the CPI Amendment to Hangar Ground Lease # 12, H.G. Adams.

Summary: Per the lease agreement between the City of Guthrie and H.G. Adams the Lessor wishes to exercise their right as stated in Paragraph 2, to adjust the rental fee every five (5) years according to the annual percentage increases in the Consumer Price Index for the five (5) preceding years.

Funding Expected: [X] Revenue, [ ] Expenditure, [ ] N/A
Budgeted: [ ] Yes, [ ] No, [ ] N/A
Account Number: 98-00-00-5463, Amount: \$11.96 (increase amount)
Legal Review: [ ] N/A, [X] Required, Completed Date: 01/29/2014
Mayor's Appt.: [ ] Yes, [ ] No

Supporting documents attached: Amendment to Hangar Ground Lease Agreement; Exhibit "A"

Recommendation: Approve Amendment to Hangar Ground Lease for Hangar #12

Action Needed: [ ] Public Hearing, [X] Motion, [ ] Emergency Clause



On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

LESSOR:

By: \_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

Wanda Calvert, City Clerk

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_

Randel Shadid, City Attorney

STATE OF OKLAHOMA )

)

SS.

COUNTY OF LOGAN )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

**"EXHIBIT A"**

**H.G. Adams - Hangar # 12**

**Lease increase Based on the U.S. Department Of Labor Statistics**

**Consumer Price Index (South Urban Region, All Items)**

Current Price per Square Foot.

**0.0824**

<b>Year</b>	<b>Increase</b>	<b>Cost Increase</b>	<b>Cost Per SF</b>
2009	-0.40%	-0.0003	0.0821
2010	1.70%	0.0014	0.0835
2011	3.40%	0.0028	0.0863
2012	2.10%	0.0018	0.0881
<b>2013</b>	<b>1.60%</b>	<b>0.0014</b>	<b>0.0895</b>
<b>Total</b>			<b>0.0895</b>

Original cost for Hanger Ground Lease	<b>1,681</b>	Sq Ft	<b>\$</b>	<b>138.53</b>
New Ground Lease Cost	1,681	Sq Ft	<b>\$</b>	<b>150.49</b>
Increase in Cost of Lease			<b>\$</b>	<b>11.96</b>



Agenda Item Cover Letter

Meeting: [X] City Council, [ ] GPWA, [ ] Other:
Date of Meeting: 02/04/2014
Contact: Justin Heid, Airport Manager

Agenda Item: Consider approval of the CPI Amendment to Hangar Ground Lease # 16, Alpine Aviation.

Summary: Per the lease agreement between the City of Guthrie and Alpine Aviation the Lessor wishes to exercise their right as stated in Paragraph 2, to adjust the rental fee every five (5) years according to the annual percentage increases in the Consumer Price Index for the five (5) preceding years.

Funding Expected: [X] Revenue, [ ] Expenditure, [ ] N/A
Budgeted: [ ] Yes, [ ] No, [ ] N/A
Account Number: 98-00-00-5463, Amount: \$16.89 (increase amount)
Legal Review: [ ] N/A, [X] Required, Completed Date: 01/29/2014
Mayor's Appt.: [ ] Yes, [ ] No

Supporting documents attached: Amendment to Hangar Ground Lease Agreement; Exhibit "A"

Recommendation: Approve Amendment to Hangar Ground Lease for Hangar #16

Action Needed: [ ] Public Hearing, [X] Motion, [ ] Emergency Clause



On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

LESSOR:

By: \_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

Wanda Calvert, City Clerk

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_

Randel Shadid, City Attorney

STATE OF OKLAHOMA )

)

SS.

COUNTY OF LOGAN )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

**"EXHIBIT A"**

**Alpine Aviation LLC. - Hangar # 16**

**Lease increase Based on the U.S. Department Of Labor Statistics**

**Consumer Price Index (South Urban Region, All Items)**

Current Price per Square Foot.

**0.0824**

<b>Year</b>	<b>Increase</b>	<b>Cost Increase</b>	<b>Cost Per SF</b>
2009	-0.40%	-0.0003	0.0821
2010	1.70%	0.0014	0.0835
2011	3.40%	0.0028	0.0863
2012	2.10%	0.0018	0.0881
<b>2013</b>	<b>1.60%</b>	<b>0.0014</b>	<b>0.0895</b>
<b>Total</b>			<b>0.0895</b>

Original cost for Hanger Ground Lease	<b>2,375</b>	Sq Ft \$	<b>195.73</b>
New Ground Lease Cost	2,375	Sq Ft \$	<b>212.62</b>
Increase in Cost of Lease		\$	16.89



Agenda Item Cover Letter

Meeting: [X] City Council, [ ] GPWA, [ ] Other:
Date of Meeting: 02/04/2014
Contact: Justin Heid, Airport Manager

Agenda Item: Consider approval of the CPI Amendment to Hangar Ground Lease # 16A, 16A LLC.

Summary: Per the lease agreement between the City of Guthrie and 16A LLC the Lessor wishes to exercise their right as stated in Paragraph 2, to adjust the rental fee every five (5) years according to the annual percentage increases in the Consumer Price Index for the five (5) preceding years.

Funding Expected: [X] Revenue, [ ] Expenditure, [ ] N/A
Budgeted: [ ] Yes, [ ] No, [ ] N/A
Account Number: 98-00-00-5463, Amount: \$18.67 (increase amount)
Legal Review: [ ] N/A, [X] Required, Completed Date: 01/29/2014
Mayor's Appt.: [ ] Yes, [ ] No

Supporting documents attached: Amendment to Hangar Ground Lease Agreement; Exhibit "A"

Recommendation: Approve Amendment to Hangar Ground Lease for Hangar #16A

Action Needed: [ ] Public Hearing, [X] Motion, [ ] Emergency Clause



On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

LESSOR:

By: \_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

Wanda Calvert, City Clerk

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_

Randel Shadid, City Attorney

STATE OF OKLAHOMA )

)

SS.

COUNTY OF LOGAN )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

**"EXHIBIT A"**

**16-A, LLC. - Hangar # 16**

**Lease increase Based on the U.S. Department Of Labor Statistics**

**Consumer Price Index (South Urban Region, All Items)**

Current Price per Square Foot.

**0.0824**

<b>Year</b>	<b>Increase</b>	<b>Cost Increase</b>	<b>Cost Per SF</b>
2009	-0.40%	-0.0003	0.0821
2010	1.70%	0.0014	0.0835
2011	3.40%	0.0028	0.0863
2012	2.10%	0.0018	0.0881
<b>2013</b>	<b>1.60%</b>	<b>0.0014</b>	<b>0.0895</b>
<b>Total</b>			<b>0.0895</b>

Original cost for Hanger Ground Lease	<b>2,625</b>	Sq Ft	\$	<b>216.33</b>
New Ground Lease Cost	2,625	Sq Ft	\$	<b>235.00</b>
Increase in Cost of Lease			\$	18.67



Agenda Item Cover Letter

Meeting: [X] City Council, [ ] GPWA, [ ] Other:
Date of Meeting: 02/04/2014
Contact: Justin Heid, Airport Manager

Agenda Item: Consider approval of the CPI Amendment to Hangar Ground Lease # 27, Kent Officer.

Summary: Per the lease agreement between the City of Guthrie and Kent Officer the Lessor wishes to exercise their right as stated in Paragraph 2, to adjust the rental fee every five (5) years according to the annual percentage increases in the Consumer Price Index for the five (5) preceding years.

Funding Expected: [X] Revenue, [ ] Expenditure, [ ] N/A
Budgeted: [ ] Yes, [ ] No, [ ] N/A
Account Number: 98-00-00-5463, Amount: \$11.96 (increase amount)
Legal Review: [ ] N/A, [X] Required, Completed Date: 01/29/2014
Mayor's Appt.: [ ] Yes, [ ] No

Supporting documents attached: Amendment to Hangar Ground Lease Agreement; Exhibit "A"

Recommendation: Approve Amendment to Hangar Ground Lease for Hangar #27

Action Needed: [ ] Public Hearing, [X] Motion, [ ] Emergency Clause

**AMENDMENT TO A HANGAR GROUND LEASE AGREEMENT**

This Amendment to Hangar Ground Lease Agreement previously entered into on the 16<sup>th</sup> day of September, 2003, between the CITY OF GUTHRIE, OKLAHOMA, a Municipal Corporation, (hereinafter called "Lessor") and Kent Officer, (hereinafter called "Lessee").

Whereas, Lessor and Lessee have previously entered into the above described Hangar Ground Lease Agreement covering 1,681 square feet of hangar space (Hangar # 03), and

Whereas, Lessor desires to exercise the right to adjust ground rental fee based upon the Consumer Price Index (Exhibit "B")

By execution hereof the parties agree that the Lessee shall be entitled to lease the property described in Exhibit "A" attached hereto under the same terms of the existing lease.

Rental under this amendment to Hangar Lease shall be \$150.49 per annum, representing a 0.0895 cents per square foot rate determined in accordance with the following formula:

$$\underline{1,681} \text{ square feet} \times \underline{\$0.0895} = \underline{\$150.49}$$

Hereafter rental amount shall be reviewed every five (5) years pursuant to the terms of the original Hangar Ground Lease Agreement.

In Witness Whereof, this agreement was executed by the parties hereto on the date and year first above written.

LESSEE:  
By: \_\_\_\_\_

STATE OF OKLAHOMA            )  
  )  
COUNTY OF LOGAN            )        SS.

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

LESSOR:

By: \_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

Wanda Calvert, City Clerk

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_

Randel Shadid, City Attorney

STATE OF OKLAHOMA )

)

SS.

COUNTY OF LOGAN )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared \_\_\_\_\_, to me known to be the identical person who signed the name of the maker thereof to the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

\_\_\_\_\_

Notary Public

\_\_\_\_\_

**"EXHIBIT A"**

**Kent Officer - Hangar # 27**

**Lease increase Based on the U.S. Department Of Labor Statistics**

**Consumer Price Index (South Urban Region, All Items)**

Current Price per Square Foot.

**0.0824**

<b>Year</b>	<b>Increase</b>	<b>Cost Increase</b>	<b>Cost Per SF</b>
2009	-0.40%	-0.0003	0.0821
2010	1.70%	0.0014	0.0835
2011	3.40%	0.0028	0.0863
2012	2.10%	0.0018	0.0881
<b>2013</b>	<b>1.60%</b>	<b>0.0014</b>	<b>0.0895</b>
<b>Total</b>			<b>0.0895</b>

Original cost for Hanger Ground Lease	<b>1,681</b>	Sq Ft	\$	<b>138.53</b>
New Ground Lease Cost	1,681	Sq Ft	\$	<b>150.49</b>
Increase in Cost of Lease			\$	11.96



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

February 4, 2014

Contact

Kim Biggs
Purchasing Agent

Agenda Item

Consideration of requesting bids for mineral lease of seven (7) mineral acres described as the South 95 feet of Lot B, the South 95 feet of Lot C, the South 95 feet of the East 89 feet of Lot D (Lots B, C, and D are out of river Lot 5), and all Lot of 1, being located in the Riverside subdivision in the Southwest Quarter, including all accretion and riparian rites pertinent to in Section 32, Township 17 North, Range 2 West of the Indian Meridian to Logan County, Oklahoma.

Summary

The City of Guthrie is required by Oklahoma Statute, Title 64, Section 1081-1082 to publicly solicit bids for the leasing of minerals to be awarded to the highest and best bidder. The bids should be made for a 3/16 royalty, a 1/5 royalty, and a 1/4 royalty interest. Lease terms shall not exceed a primary term of three (3) years and should set out the bonus payment per acre for each royalty interest bid.

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

Supporting documents attached

- None

Recommendation

Approve to solicit bids for this mineral lease.

Action Needed Public Hearing X Motion Emergency Clause

**RANDEL C. SHADID**  
ATTORNEY AT LAW  
19 NORTH BROADWAY, SUITE 200  
POST OFFICE BOX 1217  
EDMOND, OK 73083-1217

TELEPHONE  
405-341-6741

FAX  
405-341-4063

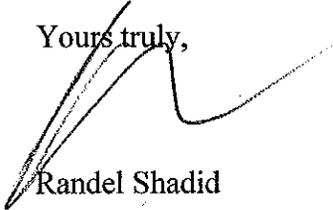
January 24, 2014

Sereniah Breland  
City Manager  
PO box 908  
Guthrie, OK 73044

Dear Sereniah:

On the next City Council agenda please place the following item for bid for mineral lease.

Yours truly,



Randel Shadid

CITY OF GUTHRIE  
BID NOTICE

BID No. \_\_\_\_\_, Mineral Lease

The City of Guthrie, Oklahoma, a Municipal Corporation does hereby give notice of its intent to receive sealed bids in the office of the City Clerk, Guthrie City Hall, 101 N. 2<sup>nd</sup> Street, Guthrie, Oklahoma 73044. Bids are for the leasing of minerals in the following section, to wit:

Seven (7) mineral acres described as: the South 95 feet of Lot B, the South 95 feet of Lot C, the South 95 feet of the East 89 feet of Lot D (Lots B, C and D are out of river Lot 5), and all Lot of 1, being located in the Riverside subdivision in the Southwest Quarter, including all accretion and riparian rites pertinent to in Section 32, Township 17 North, Range 2 West of the IM to Logan County, Oklahoma.

The bids should be made for a 3/16 royalty, a 1/5 royalty and a 1/4 royalty interest. Lease terms shall not exceed a primary term of three (3) years and should set out the bonus payment per acre for each royalty interest bid. The City of Guthrie does not warrant title. Bids including a draft proposal lease must be submitted to the City of Guthrie, c/o Kim Biggs, Purchasing Agent, Guthrie, City Hall, 101 N. 2<sup>nd</sup>s Street, Guthrie, OK 73044. Bids must be received not later than \_\_\_\_\_ at 2:00 p.m.

For additional information contact Randel Shadid, City Attorney for the City of Guthrie at 405-341-6741. The City of Guthrie reserves the right to reject all bids and may accept the highest and best bid.



Agenda Item Cover Letter

Meeting

Date of Meeting

Contact

x City Council
GPWA
Other:

February 4, 2014

Rene Spineto, Director
Community Development

Agenda Item

Consider action on Ordinance No. 3241, deannexing area described generally as the 50 foot strip more or less on east, south and west sides of the City of Guthrie.

Summary

Beginning with the December 3, 1968 meeting of the Guthrie City Council a series of Ordinances were passed to annex a strip of land surrounding the east, west and south sides of the City of Guthrie. The strip is currently approximately 50 to 66 feet wide and begins at the southern tip of Santa Fe Lake, goes east approximately two miles east down University Avenue to Post Road, then follows Post Road three and one-half miles to Waterloo Road, and then follows Waterloo Road (and other parallel roads) approximately fourteen miles to Meridian and then follows Meridian north approximately seven miles, and then turns east on College for approximately seven miles to the western most boundary of the main body of the City of Guthrie.

At various subsequent Council meetings since 1968 the exact location and width of the strip were adjusted. A map of the City of Guthrie, showing the surrounding strip to be deannexed, is attached.

Funding Expected Revenue Expenditure x N/A
Budgeted Yes No x N/A
Account Number Amount
Legal Review N/A x Required Completed Date: 8/29/12

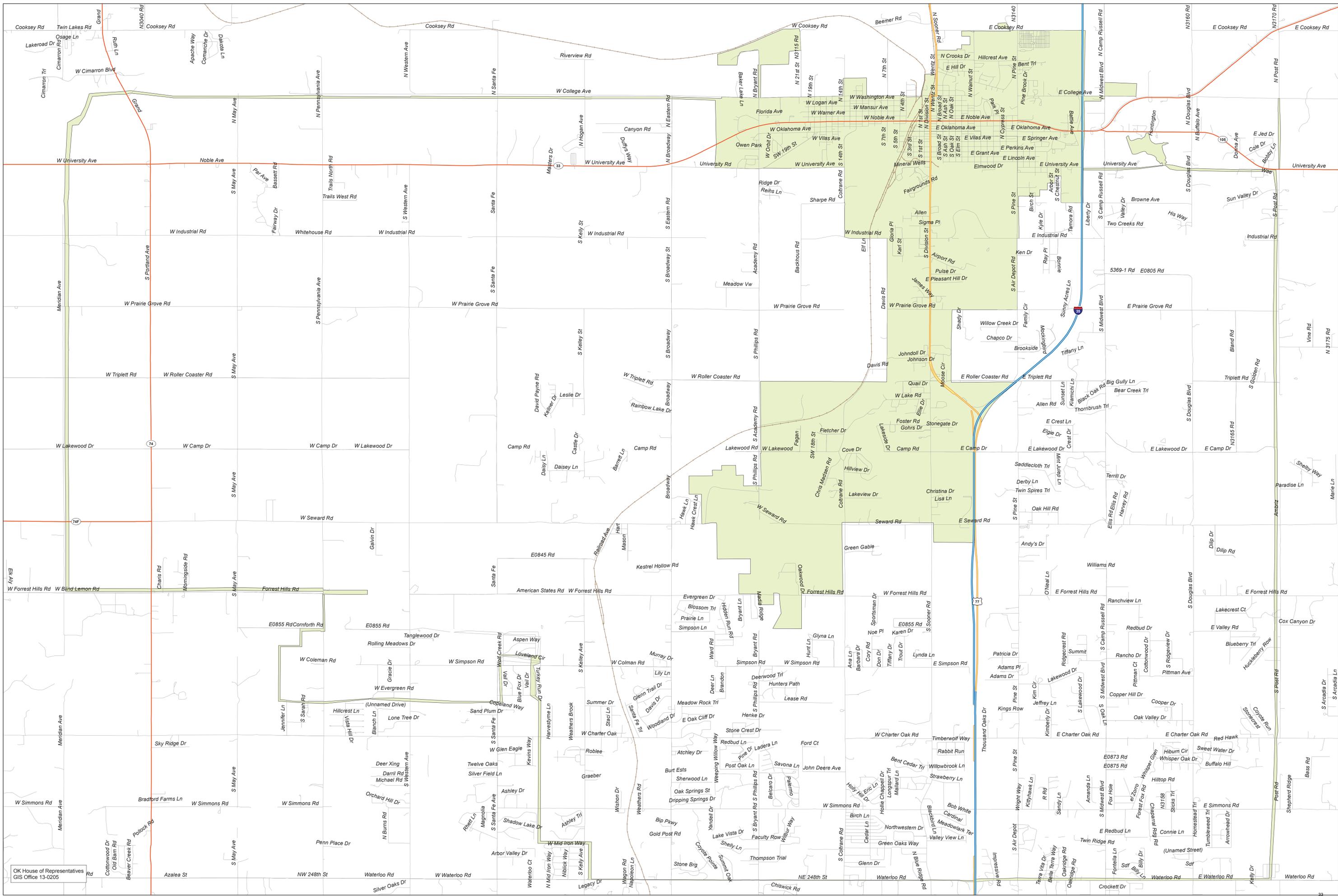
Supporting documents attached:

- Guthrie Map
Ordinance 3241

Recommendation

Approve Ordinance 3241

Action Needed Public Hearing x Motion x Emergency Clause



**ORDINANCE NO. 3241**

**AN ORDINANCE DELETING, EXCLUDING, AND DEANNEXING THE TERRITORIES IN THIS ORDINANCE DESCRIBED FROM THE CITY LIMITS OF THE CITY OF GUTHRIE, OKLAHOMA; DIMINISHING AND REDUCING THE CITY LIMITS OF SAID CITY OF GUTHRIE TO THE EXTENT CAUSED BY THE DELETING AND DEANNEXING OF SUCH TERRITORIES FROM THE CITY LIMITS OF THE CITY OF GUTHRIE, OKLAHOMA, AND DECLARING AN EMERGENCY.**

**WHEREAS, the territories hereinafter in this Ordinance described are a part of the city limits of the City of Guthrie, Oklahoma; and,**

**WHEREAS, a protective strip of land encompassing the east, south, and west sides of the City of Guthrie was created and modified at various times over the past five decades; and,**

**WHEREAS, the protective strip is of varying widths, ranging from fifty feet to one hundred feet in width; and,**

**WHEREAS, in the judgment and discretion of the City Council of the City of Guthrie, Oklahoma it will benefit the City to delete, exclude and de-annex the territories hereinafter described from the city limits of the City of Guthrie, Oklahoma.**

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF GUTHRIE, OKLAHOMA:**

**SECTION ONE**

The following described real properties are situated west of the Indian Meridian in Logan County, State of Oklahoma, to wit:

A strip of land being not less than 50 feet in width nor more than 100 feet in width, beginning at the southeast side of Santa Fe Lake in the north half of Section 14, Township 16 North, Range Two West;

THENCE, East along and conforming to the North line of Section 13, Township 16 North, Range Two West;

THENCE, South along and conforming to the East line of S13, T16N, R2W;

THENCE, South along and conforming to the East line of S24, T16N, R2W;

THENCE, South along and conforming to the East line of S25, T16N, R2W;  
THENCE, South along and conforming to the East line of S36, T16N, R2W;  
THENCE, South along and conforming to the East line of S1, T15N, R2W;  
THENCE, South along and conforming to the East line of S12, T15N, R2W;  
THENCE, South along and conforming to the East line of S13, T15N, R2W;  
THENCE, South along and conforming to the East line of S24, T15N, R2W;  
THENCE, South along and conforming to the East line of S25, T15N, R2W;  
THENCE, South along and conforming to the East line of S36, T15N, R2W;  
THENCE, West along and conforming to the South line of S36, T15N, R2W;  
THENCE, West along and conforming to the South line of S35, T15N, R2W;  
THENCE, West along and conforming to the South line of S34, T15N, R2W;  
THENCE, West along and conforming to the South line of S32, T15N, R2W;  
THENCE, West along and conforming to the South line of S31, T15N, R2W;  
THENCE, West along and conforming to the South line of S36, T15N, R3W;  
THENCE, West along and conforming to the South line of S35, T15N, R3W;  
THENCE, West along and conforming to the East half of the South line of S35, T15N, R3W;  
THENCE, North along the West half of the east half of S34, T15N, R3W;  
THENCE, North along the West half of the east half of S27, T15N, R3W;  
THENCE, North along the West half of the east half of S22, T15N, R3W;  
THENCE, North along the West quarter of the east half of S34, T15N, R3W; thence West along the North quarter of the Southwest quarter of S34, T15N, R3W, thence South along the West quarter of the west half of S34, T15N, R3W;  
THENCE, South along the East half of the East half of S21, T15N, R3W, thence West along the North half of the South half of S21, T15N, R3W;  
THENCE, West along the North half of the South half of S20, T15N, R3W;

THENCE, West along the South quarter of the Northeast quarter of S19, T15N, R3W, thence North along the West quarter of the North half of S19, T15N, R3W;

THENCE, North along the West quarter of the South half of S18, T15N, R3W, thence East along the South quarter of the North half of S18, T15N, R3W;

THENCE, East along the West quarter of the North half of S17, T15N, R3W, thence north along the West quarter of the North half of S17, T15N, R3W;

THENCE, West along the West quarter of the South half of S8, T15N, R3W;

THENCE, West along and conforming to the South line of S7, T15N, R3W;

THENCE, West along and conforming to the South line of S12, T15N, R4W;

THENCE, West along and conforming to the South line of S11, T15N, R4W;

THENCE, North along and conforming to the West line of S11, T15N, R4W;

THENCE, North along and conforming to the West line of S2, T15N, R4W;

THENCE, North along and conforming to the West line of S35, T16N, R4W;

THENCE, North along and conforming to the West line of S26, T16N, R4W;

THENCE, North along and conforming to the West line of S23, T16N, R4W;

THENCE, North along and conforming to the West line of S14, T16N, R4W;

THENCE, North along and conforming to the West line of S11, T16N, R4W;

THENCE, East along and conforming to the North line of S11, T16N, R4W;

THENCE, East along and conforming to the North line of S12, T16N, R4W;

THENCE, East along and conforming to the North line of S7, T16N, R3W;

THENCE, East along and conforming to the North line of S8, T16N, R3W;

THENCE, East along and conforming to the North line of S9, T16N, R3W;

THENCE, East along and conforming to the North line of S10, T16N, R3W;

THENCE, East along and conforming to the North line of S11, T16N, R3W;

THENCE, East along the North line of the West half of S12, T16N, R3W.

**SECTION TWO**

If any part of this Ordinance shall be declared unconstitutional or void for any cause, such part shall not affect the remaining parts or provisions of this Ordinance.

**SECTION THREE**

EMERGENCY: FOR THE PRESERVATION OF THE PUBLIC PEACE, HEALTH, AND SAFETY, AN EMERGENCY IS HEREBY DECLARED TO EXIST BY REASON WHEREOF THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION AS PROVIDED BY LAW.

**ADOPTED AND APPROVED** this \_\_\_\_\_day of February, 2014.

\_\_\_\_\_  
Mark Spradlin, Mayor

ATTEST: (Seal)

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Randel Shadid, City Attorney



**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> February 4, 2014	<b>Contact</b> Maxine Pruitt Municipal Services Director For Guthrie Park Board
--	--	--

**Agenda Item**

Consider approval of the Highland Park House Occupancy Agreement between the City of Guthrie and the Guthrie Parks Superintendent, as recommended by the Guthrie Park Board.

**Summary**

The Guthrie Park Board met at their regularly scheduled meeting on Thursday, January 16, 2014, and voted unanimously to recommend to the Guthrie City Council to approve the agreement between the City of Guthrie and the Guthrie Parks Superintendent, Jayson Riepe for the residency of the Highland Park Caretaker’s House. The past superintendent resided in the house during his tenure with the City of Guthrie. The residency of the superintendent would require performing sentinel services around the park and provide cleaning services for the Highland Hall events on weekends and holidays. This agreement will be a month to month agreement and the occupant will be responsible for certain improvements as laid out in the agreement. The occupant will be responsible for all utilities furnished to the premises as stated in the agreement, and will pay the City of Guthrie \$100 per month, with a penalty of \$25 if after the 10<sup>th</sup> day of each month. That penalty will continue to increase \$25 for every 7 days the occupant is pas due.

<b>Funding Expected</b>	<input checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
<b>Budgeted</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Account Number</b>	<u>01-00-00-5466</u>	<b>Amount</b>	<u>\$1,200</u>
<b>Legal Review</b>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>1/16/14</u>

**Supporting documents attached**

- Highland Park House Occupancy Agreement, 5 pgs.
- Parks Superintendent Job Description

**Recommendation**

Approve the Highland Park House Occupancy Agreement between the City of Guthrie and the Guthrie Parks Superintendent as recommended by the Guthrie Park Board.

**Action Needed**       Public Hearing       Motion       Emergency Clause

**OCCUPANCY AGREEMENT**

This Agreement entered into this \_\_\_\_day of \_\_\_\_\_, 2014, by and between the City of Guthrie, Oklahoma, hereinafter referred to as "OWNER", and \_\_\_\_\_, hereinafter referred to as "OCCUPANT".

**WITNESSETH:**

In consideration of the OWNER's agreement to provide living quarters to the OCCUPANTS, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto mutually agree as follows:

1. **PREMISES:** The OWNER hereby agrees to provide living quarters to OCCUPANT located at Highland Park, Guthrie, Oklahoma, hereinafter the "Property".
2. **TERM:** This Agreement shall be a month to month agreement commencing on \_\_\_\_\_.
3. **RENTALS:** This lease is made for and in consideration of monthly rental of \$100.00, due and payable to OWNER on or before the 10<sup>th</sup> day of each month during the term hereof. OWNER reserves the right to assess a penalty of \$25.00 for every seven days that rent is past due. It is understood and agreed that the OCCUPANT shall not be required to make any structural improvements at its expense, but that any structural alteration shall be subject to the prior written approval of the OWNER.
4. **REPRESENTATIONS AND WARRANTIES:** As further consideration for this lease, OCCUPANT agrees and binds themselves:
  - A. To maintain the property in at least as good condition as when received by OCCUPANT; to make at their own expense all reasonable and customary repairs and to maintain the grounds and property as needed, including, but not limited to, painting, lawn mowing, picking up trash, replacement of broken windows, minor plumbing repairs, reporting any misconduct of park patrons and to log activities reported, and any other responsibilities deemed necessary and appropriate by the City Manager or his designee.
  - B. To pay all utilities furnished to the premises including, but not limited to, water and sewer, electricity, gas, and telephone.
  - C. To provide resident caretaker, maintenance, and janitorial services of the the Highland Park House which includes responding to incidents or activities which are questionable and/or reporting such incidents or

activities to the Police Department. City will provide proper identification so authority will not be questioned.

- D. To provide janitorial services and on call response of Highland Hall between and after events and activities that occur in the Hall after hours and on weekends.

5. **PURPOSE:** The purpose of this Agreement is to outline the terms of occupancy of a residential structure located at Highland Park, City of Guthrie in Logan County, Oklahoma as follows:

- A. The living quarters which are the subject of this Agreement shall be used exclusively for residential purposes, and OCCUPANT is obligated not to use same for any purpose that is unlawful or that tends to injure or depreciate the property. The premises, including improvements and appurtenances thereunto, including the locks, keys, plumbing, heating and air-conditioning systems, and all other fixtures are accepted by the OCCUPANT in their present condition, *as is*, except as may be expressly provided therein.

- B. For the purpose of this Agreement, the OWNER's representative and agent shall be the City Manager or his designee for the City of Guthrie and, as such, OCCUPANT shall address all issues and concerns related to this Agreement to the City Manager or his designee. OCCUPANT shall be solely responsible to the City Manager or his designee of the City of Guthrie for items addressed by this Agreement.

- C. Nothing in this Agreement shall be construed in such a manner as to create an employment relationship between the OWNER and the OCCUPANT.

6. **REPAIRS AND IMPROVEMENTS:** OWNER shall not be obligated to make any improvements to the premises except as agreed to herein. OCCUPANT is obligated to make no additions or alternations whatsoever during the term of this lease to the structure of the premises without prior written permission of the OWNER. All additions, alterations or improvements made by OCCUPANT, with or without consent of OWNER, which are attached or affixed to the Property in a manner such as to cause damage upon their removal from the premises, shall remain the property of OWNER and inure to the benefit of the OWNER unless otherwise agreed in writing; OCCUPANT, however, expressly waiving all right to compensation therefore.

7. **SCHEDULED REPAIRS AND IMPROVEMENTS:** The OCCUPANT agrees to make certain repairs and improvements to the Premise at its own cost within the term of this Lease as follows:

- a. Repaint woodwork and kitchen cabinets;
- b. Repaint building trim outside;
- c. Clean windows;
- d. Trimming scrubs.

8. **ASSIGNMENT AND SUBLEASING:** OCCUPANT shall not have the right to assign or sublease the Property.
9. **DEFAULT:** Should the OCCUPANT at any time violate any of the conditions of this Agreement, or fail to pay the rent, or other expenses assumed under this Agreement, punctually at maturity, as stipulated, or upon the adjudication of OCCUPANT in bankruptcy, the appointment of a receiver for OCCUPANT, or the filing of a bankruptcy, receivership or respite petition by the OCCUPANT; or upon OCCUPANT's insolvency, unless cured by OCCUPANT within ten (10) days after written demand by OWNER, then the rent for the whole unexpired term of this Agreement shall at once become due and exigible and all past due rent shall bear interest at the rate of twelve (12%) per annum, until paid; and in such event, OWNER shall have the option either at once to demand the entire rent for the entire term or to immediately cancel this Agreement, OCCUPANT to remain responsible for all damages or losses suffered by OWNER, OCCUPANT hereby assenting thereto and expressly waiving the legal notices to vacate the premises. Should an agent or attorney be employed by OWNER to give special attention to the enforcement of any claim of OWNER arising from this lease, OCCUPANT shall pay as fees and compensation to such agent or attorney an additional sum as will constitute a reasonable fee, together with all costs, charges and expenses. Should OCCUPANT at any time use the Property, or any portion thereof, for any illegal or unlawful purposes or commit, or permit or tolerate the commission thereon of any act made punishable by fine or imprisonment under the laws of the United States or the State of Oklahoma, or under any ordinance of the City of Guthrie or County of Logan, Oklahoma, the remedies set forth in the proceeding paragraphs shall be immediately available to OWNER without necessity of giving any written notice or any other notice to OCCUPANT.
10. **WAIVER:** Failure to strictly and properly, enforce these conditions shall not operate as a waiver of OWNER's rights, OWNER expressly reserving the right to always enforce prompt payment of rent or to cancel this lease, regardless of any indulgences or extensions previously granted. Receipt by OWNER, or OWNER's authorized representative of any rent in arrears or for cancellation of this lease, will not be considered as a waiver of such notice or suit, or any of the rights of OWNER.
11. **DESTRUCTION OF PREMISES:** In the event the improvements situated on the premises are destroyed, in whole or in part, by fire or other loss during

the term of this lease, this lease shall terminate. OWNER shall have the exclusive right to elect whether to restore the improvements to their original condition utilizing the insurance proceeds at its discretion.

12. **HOLD HARMLESS:** This Agreement is made upon the express condition that the OWNER shall be free from all liabilities and claims for damages and/or suits for or by reason of any injury or injuries to any person or persons, or property of any kind whatsoever, whether the person or property of OCCUPANT, their agents or employees or their persons, from any cause or causes whatsoever while in or upon said premises or any party thereof during the term of this agreement or occasioned by any occupancy or use of said premises or any activity carried on by OCCUPANT in connection therewith, and OCCUPANT hereby covenants and agrees to indemnify and save OWNER harmless from and against all liabilities, charges, and expenses (including counsel fees) and costs on account of or by any reason of any such injuries, liabilities, claims, suits, or losses, however occurring or damages growing out of same.
13. **INSPECTION:** OWNER and OWNER's agents and appointed representatives shall have the right to enter and inspect the Property at any reasonable time during the hours of 9 a.m. and 6 p.m. (in emergencies at all times) for the purpose of ascertaining the condition of the Property.
14. **NOTICE:** All notices required to be given under the terms of this lease shall be in writing and sent by certified mail addressed to OCCUPANT or OWNER at the addresses indicated below and such mailing shall constitute full proof of and compliance with the requirements of notice:

OWNER:

City Manager  
City of Guthrie  
P.O. Box 908  
Guthrie, OK 73044

OCCUPANT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. **MODIFICATION OF AGREEMENT:** This Agreement is the entire agreement between the parties and cannot be amended or modified except by written agreement signed by both parties.

16. **CONTROLLING AUTHORITY:** This Agreement shall be governed and controlled by the laws of the State of Oklahoma.

IN WITNESS WHEREOF, the parties hereto have set their hand and seal on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**“OWNER”**  
City of Guthrie, Oklahoma

DATE: \_\_\_\_\_

\_\_\_\_\_  
Mayor

ATTEST: (Seal)

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

DATE: \_\_\_\_\_

**“OCCUPANT”**  
\_\_\_\_\_  
\_\_\_\_\_

**CITY OF GUTHRIE, OKLAHOMA  
JOB DESCRIPTION**

**Position Title:** SUPERINTENDENT OF PARKS  
**Department/Division:** PARKS /MUNICIPAL SERVICES  
**Immediate Supervisor:** DIRECTOR OF MUNICIPAL SERVICES  
**FLSA:** EXEMPT  
**Work Site:** MUNICIPAL SERVICES AND FIELD  
**SCHEDULE:** 8:00 A.M.-5:00 P.M., MONDAY-FRIDAY  
**POSITION MAY BE SUBJECT TO HOURS OTHER THAN  
THOSE LISTED SUCH AS EVENING AND WEEKEND**  
**Position Supervised:** SUPERVISOR OF PARKS  
FOREMAN, PARKS  
FOREMAN, CEMETERY  
MAINTENANCE WORKER

---

**Job Summary:**

Under the general supervision of the Director of Municipal Services, the Superintendent of Parks performs highly responsible and professional work in managing, coordinating, and maintaining the City's Open Space areas, cemetery, parks and public grounds.

**Typical Duties and Responsibilities:**

- A. Plans, administers and directs the design and development of new facilities and programs the improvements to existing facilities.
- B. Works in close cooperation with other agencies and departments, groups interested in, maintenance, programming and management of City parks.
- C. Responsible for sexton duties of the Cemetery including grave locates, digging graves, funeral setups, grave closing and coordinating services with funeral homes and chapels.
- D. Develops and reviews goals and objectives to meet the current and projected needs of the community.
- F. Responsible for maintenance and control of parks and cemetery equipment including backhoe, loader, skid steer, lawn mowers and hand operated tools.
- G. Establish controls over, purchases of equipment and supplies and improvement plans.
- H. Coordinates programming and serves as liaison with other City departments, outside agencies, civic organizations, the public and the media.
- I. Prepares and submits reports and recommendations, and provides technical advice to the Park Board and represents the Department at various meetings and events including City council meetings.

- J. Prepares the departmental budget and administers the expenditure of departmental funds.
- K. Maintains records of departmental activities and services, personnel, property and prepares reports as required.
- L. Performs residential caretaker, maintenance, and janitorial duties for Highland Park House and perform caretaker, janitorial services, on call response, and minor repair for the adjacent Highland Hall facility.
- M. Selects, trains, supervises and evaluates a staff of full and part-time employees
- N. Performs other duties as required.

**Knowledge, Skills and Abilities:**

- A. Have knowledge of principles and practices of municipal organization, administration, budgets and personnel management.
- B. Have knowledge of the principles, methods and procedures of public recreational services and administration.
- C. Knowledge of landscaping, horticulture and Cemeteries.
- D. Have knowledge of facilities management
- E. Ability to plan, direct and coordinate a wide range of recreation programs and facilities.
- F. Ability to train and supervise a number of employees.
- G. Have the ability to maintain an effective working relationship with internal and external organizations.
- H. Ability to write records and reports.
- I. Educates staff about regulations, codes, policies and procedures, and safety as it relates to parks maintenance.
- J. Must have effective communication, organization, oral writing and customer service skills.

**Physical Requirements:**

- A. Ability to sit for extended periods of time in the input and retrieval of data and preparation of documents, records and visual aids.

- B. Ability to push, pull, bend, stoop, squat and crouch while working with or demonstrating to your work crews.
- C. Ability to perform activities at desk; ability to reach overhead in order to obtain supplies, documents, books, maps and other items from cabinets and shelves.
- D. Capable of lifting objects weighting 50 pounds or greater at occasional intervals.
- E. Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the phone and personal.

**Environmental Conditions:**

- A. Work performed outdoors may be subject to adverse conditions such as extreme heat, cold, wetness, humidity and exposure to dust, pollen, insects, and animals.
- B. Work may be subject to time pressures, frequent changes to tasks, working closely with others as part of a team, working alone 50% or more of the time, performing multiple tasks simultaneously and dealing with irate people.
- C. Work may be tedious and exacting when preparing documents, maps, correspondence and statistical data.
- D. Working environment may be subject to loud machine noise, danger of heavy equipment, exposure to hazardous chemicals, high voltage and offensive smells.
- E. Susceptible to mechanical and safety hazards associated with equipment and work environment.

**Education, Certification and Experience Requirements:**

- A. Above knowledge and skills may be gained by a Bachelors Degree in Recreation Administration or a closely related field and/or a minimum of five years of broad and extensive work experience in the development and administration of a public park and or recreation and leisure service programs, including at least two years in a management capacity.
- B. Must have a valid Oklahoma Driver's License and driving record must meet or surpass guidelines as set forth by the City of Guthrie.
- C. NIMS certified in ICS 100, ICS 200 and IS 700 or become certified in 6 months of employment

Note: The above statements are intended to describe the general nature and level of work being performed by the person assigned to this job. They are not intended to be an exhaustive list of responsibilities, duties, skills and physical demands required of personnel to classified.



**Agenda Item Cover Letter**

**Meeting**

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

**Date of Meeting**

February 2, 2014

**Contact**

Maxine Pruitt  
 Municipal Services Director

**Agenda Item**

Discussion and possible action of the Mayor’s appointment of Kenton Woodard and Zachary Colorio to the Guthrie Park Board.

**Summary**

The Guthrie Park Board consists of five appointed members. Members serve a two-year staggered term and expire in June of the specific term or until a successor has been appointed and qualified. The two Park Board members being replaced, Cheri French and Jean Lacina, have proven to be of great value to the Park Board and the City of Guthrie thanks them for their service. We always have volunteers who wish to serve in some capacity and at this time we have three new applicants who answered the City’s advertisement published in November and December of 2013.

Mayor Mark Spradlin nominates these two applicants to serve the remaining term of Ms. French and Ms. Lacina which will end in June, 2015.

Mr. Woodard is a lifelong member of our community who has reared five children and has worked for the Department of Defense. His life experience will certainly be an asset to the Guthrie Park Board.

Mr. Colorio is a newer member of the community having returned to Guthrie after living in Oklahoma City for a period of time. When in the Oklahoma City area he was a member of his neighborhood association and helped in many activities. He also volunteered for the Special Olympics. He has background in leadership and is good with hands-on activities. He is familiar with the park system from growing up in Guthrie. Mr. Colorio will also be a valuable addition to the Guthrie Park Board.

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

**Supporting documents attached**

- Park Board Application, 5

**Recommendation**

Approve the Mayor’s appointment of Kenton Woodard and Zachary Colorio to the Guthrie Park Board.

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



**City of Guthrie**  
**Standard Application Form for all Volunteer Boards or Commissions**

Please answer all questions completely and attach a résumé.

Desired Position: PARK BOARD Tenure of Position: 3 yr  
 Name of Applicant: CHERI FRENCH Address: \_\_\_\_\_  
 Educational Level: BA Occupation: Guthrie Job Corps - CTS  
 Phone Number (day): \_\_\_\_\_ CAREER TRANSITION SPECIALIST  
 School Currently Attending: \_\_\_\_\_  
 (evening): 6 How long have you lived in Guthrie: 10 yr

**CIVIC BACKGROUND**

List/describe the civic, municipal, community opportunities you have been involved in the last 3 years.

SEE ATTACHED RESUME

**SKILLS OR EXPERIENCE**

Briefly describe the skills and/or experience that you bring to this position.

SEE ATTACHED

**REFERENCES**

Three names (including addresses and phone numbers) of non-relatives who have known you for at least 3 years

MARY COFFIN  
BOB BOZARTE  
JOHN CLARK

I understand this is a volunteer position appointed by the Mayor and confirmed by Council.

I understand all volunteer boards meet on a regular basis and will follow the rules set forth in the appropriate governing ordinance or resolution:

Board/Commission	Meeting Date/Time	Ordinance/Resolution
Airport Zoning Board	Third Tuesday - 3:00 p.m.	Res. 93-12
Board of Adjustment	Third Thursday - 6:00 p.m.	Ord. 2422
Forestry Board	Quarterly	Ord. 3032
Guthrie Historic Preservation Commission	First Monday - 6:00 p.m.	Ord. 3075
Guthrie Housing Authority	Third Monday - 2:00 p.m.	Res. 61
Library Board	Third Thursday - 4:00 p.m.	Ord. 2678
Park Board	Second Tuesday - 5:00 p.m.	Ord. 3020
Planning Commission	Second Thursday - 6:00 p.m.	Ord. 2614
Transportation Authority	As needed	Trust

In the event that I cannot effectively serve my term, I will tender my resignation in writing to the Mayor.

Signature

*Cheri French*

Date

10/9/07

If you have questions regarding this form, please call City Hall at (405) 282-0493.

Cheri French

Guthrie OK 73044  
405-

BRIEF RESUME

Experience relevant to application for City of Guthrie Parks Board:

14 years experience in Landscaping and Greenhouse work 1972 - 1986:  
(Working knowledge of annuals, perennials and wildflowers, trees, shrubs, grass and sod; landscape design and maintenance; sprinkler systems, etc.)

- Trochta's Flowers & Gifts, OKC
- Yardell's Greenhouse, OKC
- Deckert Landscaping & Sprinkler Systems, OKC
- Doyle Willis Landscaping & Design, OKC
- TLC Greenhouse, Edmond

10 years as business owner in downtown Guthrie; 1994 - 2003.  
Community service as unofficial tour guide and visitor information resource.  
Key instigator of restoration project of the Historic Hose Tower, downtown Guthrie.  
Resident of Guthrie since 1997.  
Several years service with church: designing children's program, teaching adult classes and board committee work.

Education:

Bachelor Degree in Liberal Arts, History; University of Central Oklahoma  
Accredited Child Care Provider Certificate - Francis Tuttle  
Edmond High School Diploma

Work History:

Guthrie Job Corps - Career Transition Specialist (current)  
Four Winds Ranch; and Eagle Ridge Family Treatment  
Dependency Technician  
French Underground Coffee House & Avalanche Sh  
Childcare Provider with Edmond Academy; Westmin  
private nanny  
Landscaping and greenhouse work as listed above

SW TRAILERS & EQUIPMENT  
800-375-6307  
www.swtrailer.com

\*Fung Shui  
Cheri also has  
experience in this

City of Guthrie  
Application for Boards and Commissions



Please print legibly.

Name Jean Lacina Day Phone \_\_\_\_\_

Address \_\_\_\_\_ Evening Phone \_\_\_\_\_

Occupation Deer Creek Middle School Secretary Education High School

How long have you lived in Guthrie? 16 Years 10 Months

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

1. Which board or commission interests you? Parks Dept.

2. Why are you interested in serving on this board/commission?  
I feel very strongly about parks being important to a community.

3. In what civic activities have you been involved during the past 3 years?  
American Legion Auxiliary, Catholic Daughters Citizens Rate Committee

4. What skills and/or experience will you contribute?  
I work well with people. I hate litter. Hard work does not bother me and I would like to be able to clean every park of litter.

5. List 3 non-relatives who have known you at least 3 years for references.

Name Tracy Bell Deer Creek Schools Phone Number \_\_\_\_\_  
Address Edmond

Patty Hazlewood Dr. \_\_\_\_\_

Bill Foster Ave. \_\_\_\_\_

Rosemary Tobin Lane \_\_\_\_\_

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.

Jean Lacina  
Signature

5-9-11  
Date

**Maxine Pruitt**

---

**From:** Andrea Post  
**Sent:** Tuesday, November 19, 2013 8:13 AM  
**To:** Jim Ahlgren; Maxine Pruitt  
**Subject:** FW: Online Form Submittal: Application for Volunteer Boards and Commissions

Below is an application submitted for the Parks board.

---

**From:** noreply@civicplus.com [mailto:noreply@civicplus.com]  
**Sent:** Tuesday, November 19, 2013 6:08 AM  
**To:** Sandra Bothroyd; Mark Spradlin; Andrea Post  
**Subject:** Online Form Submittal: Application for Volunteer Boards and Commissions

If you are having problems viewing this HTML email, click to view a [Text version](#).

**Application for Volunteer Boards and Commissions**

Name:	KENTON WOODARD
Daytime Phone Number:	
Evening Phone/Cell Phone:	
Address:	DRIVE GUTHRIE, OK 73044
Occupation:	PURCHASING AGENT FOR DEPARTMENT OF DEFENSE
Education Level:	2YEARS COLLEGE
How long have you lived in Guthrie?	<input type="checkbox"/> Less than 2 years <input type="checkbox"/> 5 to 10 years <input type="checkbox"/> 2 to 5 years <input checked="" type="checkbox"/> More than 10 years
Which board or commission interests you?	PARKS BOARD
Why are you interested in serving on this board or commission?	I FEEL AS A LIFELONG MEMBER OF THE GUTHRIE COMMUNITY I HAVE A LOT TO OFFER THE PARKS BOARD AND OUR CITY GOVERNMENT
What civic activities have you been involved in during the past 3 years?	NONE I HAVE WORKED ALL THE TIME AND RAISED 5 CHILDREN NOW THAT MY KIDS ARE OLDER 2 OF THEM GROWN AND OUT ON THEIR OWN I FEEL I AM ABLE TO DO MORE CIVIC ACTIVITIES
What skills and/or experience will you contribute?	I'M NOT SURE WHAT SKILLS I MAY HAVE TO CONTRIBUTE THIS WILL BE MY FIRST EXPERIENCE ON SUCH BOARD
Please list at least 3 non-relatives who have known you at least 3 years for references.	
Reference 1:	CHUCK BURCHER
Reference 2:	DAMON DEVEREAUX
Reference 3:	KIM BIGGS

Reference 4: WANDA CALVERT

Reference 5: GRANT AGUIRRE

**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.**

Please enter your name and current date to indicate you agree with the above statement:  
KENTIN WOODARD 19NOVEMBER 2013

**Thank you for filling out the volunteer application for boards and commissions. Your application will be given to the Mayor and to the Department Head at the City of Guthrie that oversees the particular board or commission you are interested in. We will contact you shortly to discuss your application.**

**In the meantime if you have any questions, you may contact Sandra Bothroyd with the City Manager's/Mayor's Office at 405-282-0496. We appreciate your interest in the City of Guthrie and your willingness to serve!**

The following form was submitted via your website: Application for Volunteer Boards and Commissions

Name:: KENTON WOODARD

Daytime Phone Number::

Evening Phone/Cell Phone:

Address:: GUTHRIE,OK 73044

Occupation:: PURCHASING AGENT FOR DEPARTMENT OF DEFENSE

Education Level:: 2YEARS COLLEGE

How long have you lived in Guthrie?  
: More than 10 years

Which board or commission interests you?: PARKS BOARD

Why are you interested in serving on this board or commission?: I FEEL AS A LIFELONG MEMBER OF

THE GUTHRIE COMMUNITY I HAVE A LOT TO OFFER THE PARKS BOARD AND OUR CITY GOVERNMENT

What civic activities have you been involved in during the past 3 years?: NONE I HAVE WORKED ALL THE TIME AND RAISED 5 CHILDREN NOW THAT MY KIDS ARE OLDER 2 OF THEM GROWN AND OUT ON THEIR OWN I FEEL I AM ABLE TO DO MORE CIVIC ACTIVITIES

What skills and/or experience will you contribute?: I'M NOT SURE WHAT SKILLS I MAY HAVE TO CONTRIBUTE THIS WILL BE MY FIRST EXPERIENCE ON SUCH BOARD

Reference 1:: CHUCK BURCHER

Reference 2:: DAMON DEVEREAUX

Reference 3:: KIM BIGGS

Reference 4:: WANDA CALVERT

Reference 5:: GRANT AGUIRRE

Please enter your name and current date to indicate you agree with the above statement:: KENTN WOODARD  
19NOVEMBER 2013

Additional Information:

Form submitted on: 11/19/2013 6:08:14 AM

Submitted from IP Address: 132.3.49.79

Referrer Page:

<http://www.cityofguthrie.com/Jobs.aspx?UniqueId=77&From=All&CommunityJobs=False&JobID=Guthrie-Parks-Board-35>

Form Address: <http://cityofguthrie.com/Forms.aspx?FID=78>

**Maxine Pruitt**

**From:** Andrea Post  
**Sent:** Thursday, November 14, 2013 8:09 AM  
**To:** Maxine Pruitt  
**Subject:** FW: Online Form Submittal: Application for Volunteer Boards and Commissions

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**From:** noreply@civicplus.com [mailto:noreply@civicplus.com]  
**Sent:** Wednesday, November 13, 2013 10:07 PM  
**To:** Sandra Bothroyd; Mark Spradlin; Andrea Post  
**Subject:** Online Form Submittal: Application for Volunteer Boards and Commissions

If you are having problems viewing this HTML email, click to view a [Text version](#).

**Application for Volunteer Boards and Commissions**

Name:	Diane Vaughan		
Daytime Phone Number:	405-		
Evening Phone/Cell Phone:	405-		
Address:	[redacted] Drive, Guthrie, 73044		
Occupation:	Assistant District Attorney, District 9		
Education Level:	Juris Doctor		
How long have you lived in Guthrie?	<input type="checkbox"/> Less than 2 years	<input checked="" type="checkbox"/> 5 to 10 years	<input type="checkbox"/> More than 10 years
Which board or commission interests you?	Parks Board		
Why are you interested in serving on this board or commission?	I am interested in serving on this board because I enjoy living in Guthrie and I enjoy spending time in Guthrie's parks with my family. If I can contribute in some way to the preservation, upkeep, and future of our parks, I would love the opportunity to do so.		
What civic activities have you been involved in during the past 3 years?	I haven't been directly involved in many civic activities over the past few years because of schedule conflicts while I was attending law school and in the first year of practicing law. During that time my family and I have donated various items and funds to several local charities and organizations. Now that I have a regular work schedule, I am eager to become more involved in my community.		
What skills and/or experience will you contribute?	I believe that based on my education and background I can serve as an adviser to the City Council with regard to our city's parks and recreational areas. I have excellent research and		

analytic skills which may come in handy if any particular topic or issue arises that would require in depth analysis. I generally take a common sense approach to solving problems.

Please list at least 3 non-relatives who have known you at least 3 years for references.

- Reference 1: Troy Smith-(405)740-5349 Owner of Gooch-Smith Electric, Guthrie, OK
- Reference 2: Tara & David Reed-(405) [redacted] Owners of Quality Irrigation, Edmond, OK
- Reference 3: Cathy Withiam-(405) [redacted] Director of HR, McBride Clinic, OKC
- Reference 4: Barbara Klepper-(817) [redacted] Attorney, OKC
- Reference 5: Palge Masters-(405) [redacted] Attorney, OKC

**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.**

Please enter your name and current date to indicate you agree with the above statement: Diane Vaughan

**Thank you for filling out the volunteer application for boards and commissions. Your application will be given to the Mayor and to the Department Head at the City of Guthrie that oversees the particular board or commission you are interested in. We will contact you shortly to discuss your application.**

**In the meantime if you have any questions, you may contact Sandra Bothroyd with the City Manager's/Mayor's Office at 405-282-0496. We appreciate your interest in the City of Guthrie and your willingness to serve!**

The following form was submitted via your website: Application for Volunteer Boards and Commissions

Name:: Diane Vaughan

Daytime Phone Number:: 405-

Evening Phone/Cell Phone:: 405

Address:: , Guthrie, 73044

Occupation:: Assistant District Attorney, District 9

Education Level:: Juris Doctor

How long have you lived in Guthrie?  
: 5 to 10 years

Which board or commission interests you?: Parks Board

Why are you interested in serving on this board or commission?: I am interested in serving on this board because I enjoy living in Guthrie and I enjoy spending time in Guthrie's parks with my family. If I can contribute in some way to the preservation, upkeep, and future of our parks, I would love the opportunity to do so.

What civic activities have you been involved in during the past 3 years?: I haven't been directly involved in many civic activities over the past few years because of schedule conflicts while I was attending law school and in the first year of practicing law. During that time my family and I have donated various items and funds to several local charities and organizations. Now that I have a regular work schedule, I am eager to become more involved in my community.

What skills and/or experience will you contribute?: I believe that based on my education and background I can serve as an adviser to the City Council with regard to our city's parks and recreational areas. I have excellent research and analytic skills which may come in handy if any particular topic or issue arises that would require in depth analysis. I generally take a common sense approach to solving problems.

Reference 1:: Troy Smith-(405) . . . . . )  
Owner of Gooch-Smith Electric, Guthrie, OK

Reference 2:: Tara & David Reed-(405)  
Owners of Quality Irrigation, Edmond, OK

Reference 3:: Cathy Withiam-(405)  
Director of HR, McBride Clinic, OKC

Reference 4:: Barbara Klepper-(817), . . . . . )  
Attorney, OKC

Reference 5:: Paige Masters-(405)  
Attorney, OKC

Please enter your name and current date to indicate you agree with the above statement:: Diane Vaughan

Additional Information:  
Form submitted on: 11/13/2013 10:07:08 PM  
Submitted from IP Address: 68.12.170.77  
Referrer Page: No Referrer - Direct Link  
Form Address: <http://cityofguthrie.com/Forms.aspx?FID=78>

## Maxine Pruitt

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**From:** Andrea Post  
**Sent:** Monday, December 09, 2013 8:54 AM  
**To:** Maxine Pruitt  
**Subject:** FW: Online Form Submittal: Application for Volunteer Boards and Commissions

Maxine,

We received the below application to the Parks Board yesterday.

---

**From:** noreply@civicplus.com [mailto:noreply@civicplus.com]  
**Sent:** Sunday, December 08, 2013 6:40 PM  
**To:** Sandra Bothroyd; Mark Spradlin; Andrea Post  
**Subject:** Online Form Submittal: Application for Volunteer Boards and Commissions

If you are having problems viewing this HTML email, click to view a [Text version](#).

### Application for Volunteer Boards and Commissions

Name:	Zachary Colorio
Daytime Phone Number:	405- [REDACTED]
Evening Phone/Cell Phone:	405- [REDACTED]
Address:	[REDACTED] Jr Guthrie, OK 73044
Occupation:	Painter
Education Level:	English BA (OSU)
How long have you lived in Guthrie?	<input type="checkbox"/> Less than 2 years <input type="checkbox"/> 2 to 5 years <input type="checkbox"/> 5 to 10 years <input checked="" type="checkbox"/> More than 10 years
Which board or commission interests you?	Parks Board
Why are you interested in serving on this board or commission?	I see parks as a valuable and underrated public service that all community members are free and able to enjoy; as a result, I hope to share my ideas for park improvements as well as aid in the operations of the parks service in any possible way I am able. Further, I would also like the opportunity to learn more about how our city council works.
What civic activities have you been involved in during the past 3 years?	My wife and I recently moved back from OKC. During our time living there, I joined the Linwood Place Neighborhood Association and served as a steering committee member, headed the neighborhood patrol, and helped with our 4th of July parade. We also volunteered for the Special Olympics games. I also vote, attend service and volunteer at my church, and will be an active member in the Fogarty Heights Neighborhood Association.
What skills and/or experience will you contribute?	I am organized, dependable, somewhat technology savvy, and good with hands-on activities. I have experience participating in and running meetings (LPNA, college and high

school leadership organizations), and have served on many committees. I also grew up in Guthrie, and am very familiar with our parks and the features that each possesses.

Please list at least 3 non-relatives who have known you at least 3 years for references.

Reference 1: Janet Hudson [redacted] Guthrie, OK 73044 [redacted]

Reference 2: Don Bowman [redacted] Guthrie, OK 73044 [redacted]

Reference 3: Karen Van Hooser [redacted] Guthrie, OK 73044 [redacted]

Reference 4:

Reference 5:

**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.**

Please enter your name and current date to indicate you agree with the above statement: Zachary Colorio

**Thank you for filling out the volunteer application for boards and commissions. Your application will be given to the Mayor and to the Department Head at the City of Guthrie that oversees the particular board or commission you are interested in. We will contact you shortly to discuss your application.**

**In the meantime if you have any questions, you may contact Sandra Bothroyd with the City Manager's/Mayor's Office at 405-282-0496. We appreciate your interest in the City of Guthrie and your willingness to serve!**

The following form was submitted via your website: Application for Volunteer Boards and Commissions

Name:: Zachary Colorio

Daytime Phone Number:: 405-

Evening Phone/Cell Phone:: 405-

Address:: Guthrie, OK 73044

Occupation:: Painter

Education Level:: English BA (OSU)

How long have you lived in Guthrie?  
: More than 10 years

Which board or commission interests you?: Parks Board

Why are you interested in serving on this board or commission?: I see parks as a valuable and underrated public service that all community members are free and able to enjoy; as a result, I hope to share my ideas for park improvements as well as aid in the operations of the parks service in any possible way I am able. Further, I would also like the opportunity to learn more about how our city council works.

What civic activities have you been involved in during the past 3 years?: My wife and I recently moved back from OKC. During our time living there, I joined the Linwood Place Neighborhood Association and served as a steering committee member, headed the neighborhood patrol, and helped with our 4th of July parade. We also volunteered for the Special Olympics games. I also vote, attend service and volunteer at my church, and will be an active member in the Fogarty Heights Neighborhood Association.

What skills and/or experience will you contribute?: I am organized, dependable, somewhat technology savvy, and good with hands-on activities. I have experience participating in and running meetings (LPNA, college and high school leadership organizations), and have served on many committees. I also grew up in Guthrie, and am very familiar with our parks and the features that each possesses.

Reference 1:: Janet Hudson

Guthrie, OK 73044

Reference 2:: Don Bowman

Guthrie, OK 73044

Reference 3:: Karen Van Hooser

Guthrie, OK 73044

Reference 4::

Reference 5::

Please enter your name and current date to indicate you agree with the above statement:: Zachary Colorio

Additional Information:

Form submitted on: 12/8/2013 6:40:18 PM

Submitted from IP Address: 108.198.3.49



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

February 4, 2014

Contact

Sereniah Breland,
City Manager

Agenda Item

Discussion and possible action to approve Vice Mayor John Wood's request to attend the Oklahoma Municipal League Water/Environmental Summit at Rose State College in Midwest City, Oklahoma on Friday, February 21, 2014 and to pay the registration fee in the amount of \$85.00.

Summary

Vice Mayor John Wood has requested to attend the Water/Environmental Summit at Rose State College in Midwest City, Oklahoma on Friday, February 21, 2014 hosted through Oklahoma Municipal League. The registration fee is \$85 of which \$1,355 is remaining in the Council Training budget for the remainder of the Fiscal Year.

Funding Expected Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number 01-01-00-6314 Amount \$85
Legal Review X N/A Required Completed Date:

Supporting documents attached

- Water/Environmental Summit Registration form and preliminary agenda
Council Training FY14 Schedule

Recommendation

N/A

Action Needed Public Hearing Motion Emergency Clause

# WATER / ENVIRONMENTAL SUMMIT REGISTRATION FORM

Friday, February 21, 2014

Professional Training & Education Center, Rose State College, 6420 S.E. 15th, Midwest City

Registration Fee: OML Members – \$85 / Non-members – \$95

Name & Title \_\_\_\_\_

Municipality \_\_\_\_\_

Mailing Address \_\_\_\_\_

City / Town \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

If you are new to your position, who did you replace? \_\_\_\_\_

**PAYMENT PROCESSING:** (Registration Fee: OML Members – \$85 / Non-members – \$95) Total Amount Due: \$ \_\_\_\_\_

Payment Enclosed  Master Card  Visa  Please Invoice Purchase Order # \_\_\_\_\_

Name (as it appears on your card): \_\_\_\_\_

Card No. \_\_\_\_\_ Exp. Date (Month/Year) \_\_\_\_\_ Three digit V code \_\_\_\_\_  
(The V Code is the three-digit number found on the back of the card on the signature panel after the card number.)

Credit Card Billing Address:

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_

### 3 WAYS TO REGISTER:

- ▶ Register online by clicking on the 'CALENDAR' button at [www.oml.org](http://www.oml.org) no later than Friday, February 14, 2014.
- ▶ Mail this form to arrive no later than Friday, February 14, 2014 to OML, 201 N.E. 23rd Street, Oklahoma City, OK 73105.
- ▶ FAX this form to 405-528-7560 no later than Friday, February 14, 2014.

**CANCELLATION POLICY:** For a full refund, cancellations must be received in writing no later than 5:00 p.m. on Monday, February 17, 2014. Cancellations made after that time will receive only a 50% refund. No cancellations will be accepted the day of the meeting. All registrants will be billed. **Registration is considered confirmation to attend.**

**WHO WILL BENEFIT FROM ATTENDING THE SUMMIT:** City managers, mayors, councilmembers, attorneys, public works directors, planners, water/wastewater superintendents and water/wastewater operators. Please share this information with others who might be interested in attending this workshop.

**HOTEL ACCOMMODATIONS:** If you require overnight accommodations for Thursday, February 20, there are several hotels near Rose State. The link for a list of these hotels is <http://www.google.com/search?hl=en&rls=com.microsoft%3Aen-us%3AIE-SearchBox&rlz=117RNWE&q=hotel+73110&aq=f&oq=&aqi=>.

**HOW TO GET TO ROSE STATE:** Take the Hudiburg Drive exit from I-40. The address for the Professional Training and Education Center on the Rose State campus is 1720 Hudiburg Drive.

*If you require special accommodation, please notify OML by Friday, February 14.*

*Please pass this flyer to others who might be interested in attending this workshop!*

**Oklahoma Municipal League (OML) &  
Oklahoma Municipal Utility Providers (OMUP)**

**Water/Environmental Summit**

*Essential Updates on  
Water / Environmental Issues for Cities & Towns*



Oklahoma Municipal League

**Friday, February 21, 2014**

Rose State College, Training & Education Center, 6420 S.E. 15th, Midwest City

**PRELIMINARY AGENDA**

8:00 – 8:30 a.m.

**Registration**

8:30 – 8:45 a.m.

**Welcome & Updates**

Carolyn Stager, OML Executive Director

Alan Riffel, OMUP Chairman; Woodward City Manager

8:45 – 9:00 a.m.

**Oklahoma Water and Environmental Policy**

Michael J. Teague, Secretary of Energy and Environment

9:00 – 9:15 a.m.

**Water — Legislative Issue**

Senator Paddack

9:15 – 9:30 a.m.

**OWRB Agency Update**

**ODEQ Agency Update**

Speakers TBA

9:30 – 10:30 a.m.

**Drought (Tool for Planning Temporary Water Supply  
Response in Drought Emergencies)**

Bureau of Reclamation and State of Oklahoma

Julie Cunningham, OWRB

10:30 – 10:45 a.m.

**Break**

10:45 - 11:45 a.m.

**2060 Conservation Group**

Tom Buchanan, General Manager, Lugert-Altus Irrigation  
District

11:45 a.m. – 1:00 p.m.

**Lunch (sponsored by Hall Estill)**

Attorneys James Milton & Ken Williams, Hall Estill Law  
Firm

1:00 – 2:00 p.m.

**EPA Rules Update**

2:00 – 2:45 p.m.

**Water Reuse: Alternative Water Supplies Panel**

Ellen McDonald, Alan Plummer & Associates; Ed Gordon,

City Manager, Bartlesville; Michael Graves, Garver USA;

Afsaneh Jabbar, Water/Wastewater Assistant Director,

Lawton; Ken Komiske, Director of Utilities; Norman, John

Rehring, Carollo Engineers

2:45 – 3:00 p.m.

**Break**

3:00 – 4:00 p.m.

**Water Reuse: Alternative Water Supplies Panel**

continues

**WATER OPERATORS RENEWAL TRACK**

1:00 – 2:00 p.m.

**EPA Drinking Water Rule**

2:00 – 2:30 p.m.

**Lead Free Act**

EPA

2:30 – 3:00 p.m.

**Back Flow Prevention**

Kenny Whitson & Ronnie Smith, Plumber & Pipefitters

Local 344



**SPONSORS**

Hall Estill Law Firm ♦ Alan Plummer Associates

Garver USA ♦ Guernsey ♦ BancFirst

Department Travel/Training Detail for FY14 Budget

City Council Training Budget

Category		Conference / Membership Information						Anticipated Expense Detail					FY14 Actual
Type of Training	Event / Membership	Sponsor Org.	Location	Dates	Description	# of Emp.	Names (if Known)	Reg. / Dues	Travel	Lodging	Per Diem	TOTAL	
OML Annual	Annual	OML	Tulsa	Sept 17-19	Conference and Expo	1	Mark	250				250	250
Congress of Mayors	OML	OML	OKC State Capitol	Jan. 24	Mayor	2	John, Mark	205				410	205
Mayors Council of OK	Summer Conf	MCO	TBD	June	Annual Conference	2	John, Mark	100		250		700	
Attorney	City Attorney		OKC	BiAnnual	City Attorney Meetings	1	Randel	150				150	
OML Dinner	OML	OML	OKC	November	Regional Dinners	3	Breland, Wood, Taylor						105
no budgeted funds for Ayers, Coffin, Padgett, Thomas, Taylor												0	
												0	
												0	
												0	
												0	
												0	
												0	
												0	
												0	
												0	
												0	
<b>TOTAL</b>												<b>1,915</b>	560

Budget Comparison	
FY13 Budget	1,000
FY14 Budget Request	1,915
Comparison	915

**City of Guthrie** 1/16/2014 1:42pm  
**A/P Claims List**  
 from 1/16/2014 to 1/16/2014

Invoice #	Vendor	Description	Account	Cost
2034773	THOMAS COLBY 23049	Refund Animal Adoption Bond No. 1426	01-00-00-2017	\$25.00
		<b>Total</b>		<b>\$25.00</b>
		<b>Total</b>		<b>\$25.00</b>
JAN2014	OG&E 405	Electric Billing - General	01-01-00-6305	\$3,662.19
JAN2014	OG&E 405	Electric Billing - Street Lighting	01-01-00-6306	\$10,439.05
		<b>Total</b>		<b>\$14,101.24</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$14,101.24</b>
		<b>Total GENERAL FUND</b>		<b>\$14,126.24</b>
1336740	WASTE CONNECTIONS, INC		20-00-00-5466	(\$250.00)
		<b>Total</b>		<b>(\$250.00)</b>
		<b>Total</b>		<b>(\$250.00)</b>
JAN2014	OG&E 405	Electric Billing - GPWA	20-21-00-6305	\$8,202.58
1336738-9	WASTE CONNECTIONS, INC	Sanitation Commercial/Residential Service	20-21-00-6348	\$72,772.28
1336738-9	WASTE CONNECTIONS, INC	Sanitation Commercial/Residential Service	20-21-00-6348	\$1,515.34
		<b>Total</b>		<b>\$82,490.20</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$82,490.20</b>
2034686	MAXINE PRUITT (1915)	Mileage 2013-2014	20-22-00-6047	\$145.38
		<b>Total</b>		<b>\$145.38</b>
		<b>Total PUBLIC WORKS ADMINISTRATION</b>		<b>\$145.38</b>
98723	SOUTHWEST CHEMICAL (20977)	Chemicals	20-23-00-6104	\$1,449.50
		<b>Total</b>		<b>\$1,449.50</b>
		<b>Total WATER PLANT</b>		<b>\$1,449.50</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$83,835.08</b>
2037442	KRISTINE KUTAY 22918	Mileage Reimbursement for Professional	30-30-06-6541	\$185.90
		<b>Total LIBRARY</b>		<b>\$185.90</b>
		<b>Total GRANTS</b>		<b>\$185.90</b>
		<b>Total GRANTS FUND</b>		<b>\$185.90</b>
OCT-DEC 2013	GUTHRIE CHAMBER OF	Guthrie Chamber	45-45-00-6367	\$34,448.40
		<b>Total</b>		<b>\$34,448.40</b>
		<b>Total HOTEL/MOTEL-TOURISM</b>		<b>\$34,448.40</b>
		<b>Total HOTEL/MOTEL TAX FUND</b>		<b>\$34,448.40</b>
58023	JOHN VANCE MOTORS(602)	1 - 2013 Ford Interceptor K9 unit with	54-56-07-6507	\$0.00
58023	JOHN VANCE MOTORS(602)	2 - 2013 Ford Interceptor Units with	54-56-07-6507	\$17,973.98
		<b>Total POLICE DEPARTMENT</b>		<b>\$17,973.98</b>
		<b>Total VEHICLES &amp; EQUIPMENT</b>		<b>\$17,973.98</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$17,973.98</b>
10-101860-004	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$12.18
		<b>Total</b>		<b>\$12.18</b>

**A/P Claims List**

from 1/16/2014 to 1/16/2014

Invoice #	Vendor	Description	Account	Cost
		Total		\$12.18
		Total UTILITY DEPOSIT FUND		\$12.18
JAN2014	OG&E 405	Electric Billing - Airport/GERA	98-98-00-6305	\$476.68
		Total		\$476.68
11071360-19	GARVER	22519 AIP Administrative Services - Construction	98-98-94-6373	\$5,012.67
2034771	TERRACON (31)	MATERIAL TESTING TWY C/NW	98-98-94-6588	\$264.50
		Total AIRPORT IMPROVEMENTS		\$5,277.17
		Total AIRPORT FUND		\$5,753.85
		Total AIRPORT FUND		\$5,753.85
		Total All Funds		\$156,335.63

**City of Guthrie**  
**A/P Claims List**  
 from 1/23/2014 to 1/23/2014

Invoice #	Vendor	Description	Account	Cost
2034651.	OKLA EMPLOYMENT SECURITY	Quarterly Unemployment Assessments (Lust	01-01-00-6040	\$775.22
DEC.2013	BANK OF AMERICA 22774	Central Office Supplies	01-01-00-6100	\$2,325.35
DEC.2013	BANK OF AMERICA 22774	Janitor/Chemicals Supplies	01-01-00-6103	\$79.40
DEC.2013	BANK OF AMERICA 22774	Safety Supplies	01-01-00-6110	\$0.00
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	01-01-00-6112	\$2,125.30
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-01-00-6114	\$701.96
DEC.2013	BANK OF AMERICA 22774	Telephone	01-01-00-6301	\$4,317.54
DEC.2013	BANK OF AMERICA 22774	Printing	01-01-00-6308	\$0.00
DEC.2013	BANK OF AMERICA 22774	Computer Operations	01-01-00-6311	\$1,153.00
DEC.2013	BANK OF AMERICA 22774	Council Travel/Training	01-01-00-6314	\$0.00
DEC.2013	BANK OF AMERICA 22774	Communications	01-01-00-6318	\$0.00
DEC.2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-01-00-6334	\$0.00
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Services/Charges	01-01-00-6346	\$88.00
DEC.2013	BANK OF AMERICA 22774	Maintenance Agreement	01-01-00-6347	\$271.04
DEC.2013	BANK OF AMERICA 22774	Membership Dues	01-01-00-6350	\$0.00
DEC.2013	BANK OF AMERICA 22774	Professional Services	01-01-00-6373	\$392.50
2034770	MESO(126)	Quarterly Safety Training	01-01-00-6373	\$625.00
DEC.2013	BANK OF AMERICA 22774	Internet Services	01-01-00-6381	\$1,119.65
		<b>Total</b>		<b>\$13,973.96</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$13,973.96</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development (City Manager)	01-02-20-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-20-6317	\$44.10
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-20-6355	\$0.00
		<b>Total CITY MANAGER</b>		<b>\$44.10</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development (HR)	01-02-24-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Supplies & Operating Expense - GTV 20	01-02-24-6126	\$59.28
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-24-6317	\$0.00
DEC.2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-02-24-6334	\$177.70
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-24-6355	\$0.00
		<b>Total HUMAN RESOURCES</b>		<b>\$236.98</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - Building Services	01-02-25-6016	\$0.00
DEC.2013	BANK OF AMERICA 22774	Professional Development (Building Services)	01-02-25-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Safety Supplies	01-02-25-6110	\$2.97
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-02-25-6316	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-25-6317	\$0.00
		<b>Total BUILDING SERVICES</b>		<b>\$2.97</b>
		<b>Total ADMINISTRATION</b>		<b>\$284.05</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development (Finance)	01-03-30-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-03-30-6317	\$134.43
DEC.2013	BANK OF AMERICA 22774	Maintenance Agreements	01-03-30-6347	\$0.00
DEC.2013	BANK OF AMERICA 22774	Recording/Dues/Subscriptions	01-03-30-6355	\$0.00
		<b>Total FINANCE</b>		<b>\$134.43</b>
		<b>Total FINANCE</b>		<b>\$134.43</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development (Planning)	01-05-50-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Office Supplies	01-05-50-6100	\$5.65
DEC.2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-05-50-6110	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 1/23/2014 to 1/23/2014

Invoice #	Vendor	Description	Account	Cost
DEC.2013	BANK OF AMERICA 22774	Miscellaneous	01-05-50-6114	\$0.00
DEC.2013	BANK OF AMERICA 22774	Computer Supplies	01-05-50-6123	\$0.00
DEC.2013	BANK OF AMERICA 22774	Printing	01-05-50-6308	\$15.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-50-6316	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-05-50-6317	\$49.49
DEC.2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-50-6334	\$0.00
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$135.00
DEC.2013	BANK OF AMERICA 22774	Professional Services	01-05-50-6373	\$0.00
DEC.2013	BANK OF AMERICA 22774	Reference Books - Community Development	01-05-50-6379	\$0.00
		<b>Total COMMUNITY DEVELOPMENT</b>		<b>\$205.14</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development	01-05-51-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-51-6316	\$8.70
DEC.2013	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-51-6334	\$0.00
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-51-6355	\$0.00
		<b>Total CODE COMPLIANCE</b>		<b>\$8.70</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development	01-05-53-6048	\$643.02
DEC.2013	BANK OF AMERICA 22774	Marketing Expenses	01-05-53-6123	\$0.00
DEC.2013	BANK OF AMERICA 22774	Printing	01-05-53-6308	\$0.00
DEC.2013	BANK OF AMERICA 22774	Special Events - Economic Development	01-05-53-6342	\$0.00
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-53-6355	\$0.00
DEC.2013	BANK OF AMERICA 22774	ED - Professional Development	01-05-53-6373	\$0.00
		<b>Total ECONOMIC DEVELOPMENT</b>		<b>\$643.02</b>
		<b>Total PLANNING</b>		<b>\$856.86</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development	01-06-60-6048	\$282.00
DEC.2013	BANK OF AMERICA 22774	Literacy Programming Supplies	01-06-60-6114	\$0.00
DEC.2013	BANK OF AMERICA 22774	Library Supplies	01-06-60-6117	\$114.78
DEC.2013	BANK OF AMERICA 22774	Library Materials - Print	01-06-60-6130	\$2,102.71
DEC.2013	BANK OF AMERICA 22774	Library Materials - Electronic	01-06-60-6131	\$4,943.88
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-06-60-6317	\$104.80
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions - Library	01-06-60-6355	\$0.00
DEC.2013	BANK OF AMERICA 22774	BUILDING MAINTENANCE	01-06-60-6387	\$56.00
		<b>Total LIBRARY</b>		<b>\$7,604.17</b>
		<b>Total LIBRARY</b>		<b>\$7,604.17</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - PD	01-07-70-6019	\$0.00
DEC.2013	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$120.00
DEC.2013	BANK OF AMERICA 22774	Chemicals	01-07-70-6104	\$266.55
DEC.2013	BANK OF AMERICA 22774	Jail Supplies	01-07-70-6106	\$54.50
DEC.2013	BANK OF AMERICA 22774	K-9 Dog Food/Supplies	01-07-70-6108	\$79.99
DEC.2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-70-6110	\$2,949.82
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-70-6114	\$401.03
DEC.2013	BANK OF AMERICA 22774	Crime Prevention Program	01-07-70-6122	\$0.00
DEC.2013	BANK OF AMERICA 22774	Printing	01-07-70-6308	\$152.00
DEC.2013	BANK OF AMERICA 22774	Computer Maintenance/Operations	01-07-70-6311	\$34.99
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-70-6316	\$3,556.10
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-07-70-6317	\$165.20
DEC.2013	BANK OF AMERICA 22774	Communications	01-07-70-6318	\$626.85
DEC.2013	BANK OF AMERICA 22774	Collections	01-07-70-6340	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 1/23/2014 to 1/23/2014

Invoice #	Vendor	Description	Account	Cost
DEC.2013	BANK OF AMERICA 22774	Special Events	01-07-70-6342	\$0.00
DEC.2013	BANK OF AMERICA 22774	Training Program	01-07-70-6343	\$177.99
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	01-07-70-6355	\$0.00
		<b>Total POLICE ADMINISTRATION</b>		<b>\$8,585.02</b>
DEC.2013	BANK OF AMERICA 22774	Uniform Allowance - PD	01-07-71-6019	\$0.00
DEC.2013	BANK OF AMERICA 22774	Ammunition	01-07-71-6105	\$240.10
		<b>Total POLICE OPERATIONS</b>		<b>\$240.10</b>
DEC.2013	BANK OF AMERICA 22774	Chemicals	01-07-72-6104	\$60.00
DEC.2013	BANK OF AMERICA 22774	Shelter Food/Supplies	01-07-72-6108	\$10.00
DEC.2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-72-6110	\$0.00
DEC2013	BANK OF AMERICA 22774	BUILDING AND GROUNDS	01-07-72-6112	\$2,343.34
DEC.2013	BANK OF AMERICA 22774	Kennel Supplies	01-07-72-6114	\$35.67
DEC.2013	BANK OF AMERICA 22774	Animal Cages	01-07-72-6132	\$0.00
DEC2013	BANK OF AMERICA 22774	MEDICAL AND VET	01-07-72-6133	\$152.50
		<b>Total ANIMAL CONTROL</b>		<b>\$2,601.51</b>
DEC.2013	BANK OF AMERICA 22774	Uniform Allowance - CID	01-07-77-6019	\$0.00
DEC.2013	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-77-6120	\$0.00
DEC.2013	BANK OF AMERICA 22774	Drug Enforcement Program	01-07-77-6124	\$0.00
DEC.2013	BANK OF AMERICA 22774	Property/Evidence Supplies	01-07-77-6323	\$0.00
DEC.2013	BANK OF AMERICA 22774	Special Investigation Operations	01-07-77-6336	\$0.00
		<b>Total CRIMINAL INVESTIGATIONS</b>		<b>\$0.00</b>
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-78-6114	\$0.00
		<b>Total LAKE ENFORCEMENT</b>		<b>\$0.00</b>
		<b>Total POLICE</b>		<b>\$11,426.63</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - Street Dept.	01-12-00-6016	\$1,480.25
DEC.2013	BANK OF AMERICA 22774	Minor Tools	01-12-00-6102	\$0.00
DEC.2013	BANK OF AMERICA 22774	Chemicals	01-12-00-6104	\$0.00
DEC.2013	BANK OF AMERICA 22774	Safety Supplies	01-12-00-6110	\$169.95
DEC.2013	BANK OF AMERICA 22774	Traffic Supplies	01-12-00-6111	\$0.00
DEC.2013	BANK OF AMERICA 22774	Street/Sidewalks/Bridges	01-12-00-6113	\$5,478.22
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-12-00-6114	\$0.00
DEC.2013	BANK OF AMERICA 22774	Signs & Materials	01-12-00-6115	\$1,415.14
DEC.2013	BANK OF AMERICA 22774	Fuel & Lube	01-12-00-6118	\$0.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-12-00-6316	\$4,774.40
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-12-00-6317	\$341.60
DEC.2013	BANK OF AMERICA 22774	Communications	01-12-00-6318	\$0.00
DEC.2013	BANK OF AMERICA 22774	Equipment Rental	01-12-00-6321	\$0.00
DEC.2013	BANK OF AMERICA 22774	License & Certification - Street	01-12-00-6365	\$0.00
		<b>Total</b>		<b>\$13,659.56</b>
		<b>Total STREET</b>		<b>\$13,659.56</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$174.70
DEC.2013	BANK OF AMERICA 22774	Professional Development (Fleet Maintenanc	01-14-00-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	01-14-00-6102	\$162.83
DEC.2013	BANK OF AMERICA 22774	Chemicals	01-14-00-6104	\$0.00
DEC.2013	BANK OF AMERICA 22774	Safety Supplies	01-14-00-6110	\$0.00
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	01-14-00-6112	\$0.00

**City of Guthrie**  
**A/P Claims List**  
*from 1/23/2014 to 1/23/2014*

Invoice #	Vendor	Description	Account	Cost
DEC.2013	BANK OF AMERICA 22774	Shop Supplies	01-14-00-6114	\$29.87
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-00-6316	\$13.94
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-14-00-6317	\$0.00
DEC.2013	BANK OF AMERICA 22774	Computer Maintenance	01-14-00-6324	\$0.00
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Services / Charges	01-14-00-6346	\$0.00
DEC.2013	BANK OF AMERICA 22774	Reference Books	01-14-00-6379	\$0.00
		<b>Total</b>		<b>\$381.34</b>
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-41-6116	\$126.86
CJ20564	GUTHRIE TAG AGENCY(243)	Vehicle Tag(s) and Title Registration	01-14-41-6116	\$53.00
DEC.2013	BANK OF AMERICA 22774	Fuel & Lube	01-14-41-6118	\$225.00
		<b>Total FLEET MAINTENANCE</b>		<b>\$404.86</b>
		<b>Total FLEET MAINTENANCE</b>		<b>\$786.20</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - Parks	01-15-11-6016	\$760.68
DEC.2013	BANK OF AMERICA 22774	Minor Tools	01-15-11-6102	\$3.97
DEC.2013	BANK OF AMERICA 22774	Chemicals	01-15-11-6104	\$0.00
DEC.2013	BANK OF AMERICA 22774	Safety Supplies	01-15-11-6110	\$627.70
DEC.2013	BANK OF AMERICA 22774	Buildings & Grounds	01-15-11-6112	\$0.00
DEC.2013	BANK OF AMERICA 22774		01-15-11-6112	(\$466.01)
DEC.2013	BANK OF AMERICA 22774	Fuel & Lube	01-15-11-6118	\$0.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	01-15-11-6316	\$210.03
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-15-11-6317	\$402.08
		<b>Total PARKS</b>		<b>\$1,538.45</b>
		<b>Total PARKS &amp; PUBLIC GROUNDS</b>		<b>\$1,538.45</b>
		<b>Total GENERAL FUND</b>		<b>\$50,264.31</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - FD/Suppression	09-09-90-6016	\$1,240.01
DEC.2013	BANK OF AMERICA 22774	Professional Development (FD)	09-09-90-6048	\$1,575.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	09-09-90-6102	\$0.00
DEC.2013	BANK OF AMERICA 22774	Chemicals	09-09-90-6104	\$659.14
DEC.2013	BANK OF AMERICA 22774	Food/Humans	09-09-90-6107	\$0.00
DEC.2013	BANK OF AMERICA 22774	FD Safety Supplies	09-09-90-6110	\$391.48
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	09-09-90-6112	\$0.00
DEC2013	BANK OF AMERICA 22774	BUILDING AND GROUNDS	09-09-90-6112	\$4,534.15
DEC2013	BANK OF AMERICA 22774	MISC SUPPLIES	09-09-90-6114	\$741.76
DEC.2013	BANK OF AMERICA 22774	Nozzle Replacement	09-09-90-6136	\$0.00
DEC.2013	BANK OF AMERICA 22774	Hose Replacement	09-09-90-6137	\$1,354.00
DEC.2013	BANK OF AMERICA 22774	SCBA Bottle Program	09-09-90-6138	\$0.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-90-6316	\$3,027.63
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	09-09-90-6317	\$22.01
DEC.2013	BANK OF AMERICA 22774	Communications	09-09-90-6318	\$17.87
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-90-6355	\$0.00
DEC.2013	BANK OF AMERICA 22774	Certification Equipment	09-09-90-6362	\$0.00
		<b>Total SUPPRESSION</b>		<b>\$13,563.05</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - FD/EMS	09-09-92-6016	\$0.00
DEC.2013	BANK OF AMERICA 22774	Professional Development (EMS)	09-09-92-6048	\$456.95
2034766	LOGAN COUNTY HEALTH DEPA	Flu Shots - Haggard, Adams and Kohler	09-09-92-6048	\$75.00
DEC.2013	BANK OF AMERICA 22774	Chemicals/Ambulance Supplies	09-09-92-6104	\$4,018.89
DEC.2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	09-09-92-6110	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 1/23/2014 to 1/23/2014

Invoice #	Vendor	Description	Account	Cost
DEC2013	BANK OF AMERICA 22774	FUEL AND LUBE	09-09-92-6118	\$28.40
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-92-6316	\$5,350.84
DEC.2013	BANK OF AMERICA 22774	Communications	09-09-92-6318	\$0.00
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-92-6355	\$0.00
DEC.2013	BANK OF AMERICA 22774	Professional Services	09-09-92-6373	\$0.00
		<b>Total EMS</b>		<b>\$9,930.08</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - FD/Admin	09-09-96-6016	\$0.00
DEC.2013	BANK OF AMERICA 22774	Professional Development (Fire - Admin)	09-09-96-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Office Supplies	09-09-96-6101	\$0.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	09-09-96-6102	\$0.00
DEC.2013	BANK OF AMERICA 22774	Food/Humans	09-09-96-6107	\$0.00
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Supplies	09-09-96-6114	\$0.00
DEC.2013	BANK OF AMERICA 22774	Public Education	09-09-96-6121	\$0.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-96-6316	\$70.66
DEC.2013	BANK OF AMERICA 22774	Communications	09-09-96-6318	\$137.00
DEC.2013	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-96-6355	\$0.00
		<b>Total PREVENTION</b>		<b>\$207.66</b>
		<b>Total FIRE</b>		<b>\$23,700.79</b>
		<b>Total FIRE/EMS FUND</b>		<b>\$23,700.79</b>
DEC.2013	BANK OF AMERICA 22774	Safety Supplies	20-21-00-6110	\$0.00
DEC.2013	BANK OF AMERICA 22774	Buildings & Grounds (GPWA)	20-21-00-6112	\$46.00
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Supplies	20-21-00-6114	\$368.02
DEC.2013	BANK OF AMERICA 22774	Telephone	20-21-00-6301	\$4,317.56
DEC.2013	BANK OF AMERICA 22774	Printing	20-21-00-6308	\$0.00
3935	FORMS PLUS (185)	Second Notices	20-21-00-6308	\$255.64
34034	MIDWEST PUBLISHING COMPAN	3800 Door hangers for upgrading water meter	20-21-00-6308	\$213.00
DEC.2013	BANK OF AMERICA 22774	Postage	20-21-00-6309	\$0.00
FEB2014.	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	\$2,000.00
FEB2014	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	\$1,000.00
DEC.2013	BANK OF AMERICA 22774	Computer Operations	20-21-00-6311	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-21-00-6317	\$56.79
DEC.2013	BANK OF AMERICA 22774	Communications	20-21-00-6318	\$29.90
DEC.2013	BANK OF AMERICA 22774	Safety Program	20-21-00-6339	\$0.00
DEC.2013	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	\$0.00
DEC.2013	BANK OF AMERICA 22774	Maintenance Agreements	20-21-00-6347	\$14,400.00
DEC.2013	BANK OF AMERICA 22774	Professional Services	20-21-00-6373	\$0.00
18-2014	OKLA WATER RESOURCES BOA	Inspection Report Review and Administration	20-21-00-6380	\$1,050.00
		<b>Total</b>		<b>\$23,736.91</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$23,736.91</b>
DEC.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>
DEC.2013	BANK OF AMERICA 22774	Uniforms - WTP	20-23-00-6016	\$0.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	20-23-00-6102	\$0.00
DEC.2013	BANK OF AMERICA 22774	Chemicals/Medical	20-23-00-6104	\$0.00
DEC.2013	BANK OF AMERICA 22774	Lab Supplies	20-23-00-6109	\$877.22

**City of Guthrie**  
**A/P Claims List**  
 from 1/23/2014 to 1/23/2014

Invoice #	Vendor	Description	Account	Cost
DEC.2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-23-00-6110	\$179.95
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	20-23-00-6112	\$0.00
DEC2013	BANK OF AMERICA 22774	WATER TOWER INSPECTION FEES	20-23-00-6302	\$2,300.00
DEC.2013	BANK OF AMERICA 22774	Annual State Water Testing	20-23-00-6303	\$480.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-23-00-6316	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-23-00-6317	\$718.80
DEC.2013	BANK OF AMERICA 22774	Computer Maintenance	20-23-00-6324	\$0.00
DEC.2013	BANK OF AMERICA 22774	Publishing Fees	20-23-00-6334	\$0.00
DEC.2013	BANK OF AMERICA 22774	Booster Station	20-23-00-6335	\$0.00
DEC.2013	BANK OF AMERICA 22774	License & Certification - Water Plant	20-23-00-6365	\$0.00
DEC.2013	BANK OF AMERICA 22774	License & Certification	20-23-00-6365	\$0.00
		<b>Total</b>		<b>\$4,555.97</b>
		<b>Total WATER PLANT</b>		<b>\$4,555.97</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - WWTP	20-24-00-6016	\$0.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	20-24-00-6102	\$48.65
DEC.2013	BANK OF AMERICA 22774	Chemicals	20-24-00-6104	\$0.00
DEC.2013	BANK OF AMERICA 22774	Lab Supplies	20-24-00-6109	\$750.00
DEC.2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-24-00-6110	\$0.00
DEC.2013	BANK OF AMERICA 22774	Buildings & Grounds	20-24-00-6112	\$714.82
DEC.2013	BANK OF AMERICA 22774	Fuel & Lube	20-24-00-6114	\$0.00
DEC.2013	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	\$2,100.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-24-00-6316	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-24-00-6317	\$203.24
DEC.2013	BANK OF AMERICA 22774	Required/Mandatory Testing	20-24-00-6357	\$0.00
DEC.2013	BANK OF AMERICA 22774	License & Certification	20-24-00-6365	\$62.00
		<b>Total</b>		<b>\$3,878.71</b>
		<b>Total WASTE WATER TREATMENT PLANT</b>		<b>\$3,878.71</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - Convenience Ctr.	20-26-00-6016	\$268.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	20-26-00-6102	\$0.00
DEC.2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-26-00-6110	\$0.00
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	20-26-00-6112	\$0.00
DEC.2013	BANK OF AMERICA 22774	Fuel & Lube	20-26-00-6118	\$266.95
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-26-00-6316	\$3.78
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-26-00-6317	\$0.00
		<b>Total</b>		<b>\$538.73</b>
		<b>Total CONVENIENCE CENTER</b>		<b>\$538.73</b>
DEC.2013	BANK OF AMERICA 22774	Uniforms - Line Maintenance	20-27-00-6016	\$899.84
JAN2014	Justin Hayes (23007)	Contract Meter Reader for FY14	20-27-00-6054	\$3,003.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	20-27-00-6102	\$178.63
DEC.2013	BANK OF AMERICA 22774	Chemicals	20-27-00-6104	\$0.00
DEC.2013	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-27-00-6110	\$149.95
DEC.2013	BANK OF AMERICA 22774	Buildings and Grounds	20-27-00-6112	\$285.00
DEC.2013	BANK OF AMERICA 22774	Water/Sewer Maintenance	20-27-00-6119	\$5,698.10
DEC.2013	BANK OF AMERICA 22774	Street/Sidewalks	20-27-00-6313	\$15.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	20-27-00-6316	\$172.55
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-27-00-6317	\$76.21
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Services/Charges	20-27-00-6346	\$0.00

**City of Guthrie**  
**A/P Claims List**  
 from 1/23/2014 to 1/23/2014

Invoice #	Vendor	Description	Account	Cost
DEC.2013	BANK OF AMERICA 22774	License & Certification - Line Maintenance	20-27-00-6365	\$426.17
DEC.2013	BANK OF AMERICA 22774	License & Certification	20-27-00-6365	\$0.00
		<b>Total</b>		<b>\$10,904.45</b>
		<b>Total LINE MAINTENANCE</b>		<b>\$10,904.45</b>
DEC.2013	BANK OF AMERICA 22774	Chemicals	20-29-00-6104	\$0.00
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	20-29-00-6112	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-29-00-6317	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total MUNICIPAL POOL</b>		<b>\$0.00</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$43,614.77</b>
DEC.2013	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$0.00
		<b>Total LIBRARY</b>		<b>\$0.00</b>
DEC.2013	BANK OF AMERICA 22774	Police: OSBI Grant	30-30-07-6357	\$0.00
DEC.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>\$0.00</b>
		<b>Total GRANTS FUND</b>		<b>\$0.00</b>
DEC.2013	BANK OF AMERICA 22774	Pool Improvements	45-45-00-6509	\$0.00
DEC.2013	BANK OF AMERICA 22774	Highland Hall and Park Repairs	45-45-00-6531	\$0.00
DEC.2013	BANK OF AMERICA 22774	Park Improvements	45-45-00-6545	\$0.00
DEC.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>
DEC.2013	BANK OF AMERICA 22774	All Copier Lease	54-54-02-6705	\$2,146.48
		<b>Total ADMINISTRATION</b>		<b>\$2,146.48</b>
DEC.2013	BANK OF AMERICA 22774	E911	54-54-07-6514	\$0.00
		<b>Total POLICE DEPARTMENT</b>		<b>\$0.00</b>
		<b>Total FACILITIES</b>		<b>\$2,146.48</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$2,146.48</b>
PMT #3	CROSSLAND HEAVY CONTRACT	Bid No. 2013-04, WWTP Liquid Chlorine Syst	55-55-00-6547	\$96,757.50
PMT#4	CROSSLAND HEAVY CONTRACT	Bid No. 2013-04, WWTP Liquid Chlorine Syst	55-55-00-6547	\$13,422.50
		<b>Total</b>		<b>\$110,180.00</b>
		<b>Total INFRASTRUCTURE</b>		<b>\$110,180.00</b>
		<b>Total CMOM Fee</b>		<b>\$110,180.00</b>
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	72-72-00-6112	\$0.00
DEC.2013	BANK OF AMERICA 22774	Computer Operations	72-72-00-6311	\$0.00
DEC.2013	BANK OF AMERICA 22774	Tent & Burial Supplies	72-72-00-6554	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total CEMETERY CARE</b>		<b>\$0.00</b>

**City of Guthrie**  
**A/P Claims List**  
*from 1/23/2014 to 1/23/2014*

Invoice #	Vendor	Description	Account	Cost
<b>Total CEMETERY CARE FUND</b>				<b>\$0.00</b>
DEC.2013	BANK OF AMERICA 22774	Professional Development (Airport)	98-98-00-6048	\$0.00
DEC.2013	BANK OF AMERICA 22774	Office Supplies	98-98-00-6101	\$0.00
DEC.2013	BANK OF AMERICA 22774	Minor Tools	98-98-00-6102	\$0.00
DEC.2013	BANK OF AMERICA 22774	Safety Supplies/Apparel	98-98-00-6110	\$0.00
DEC.2013	BANK OF AMERICA 22774	Building & Grounds	98-98-00-6112	\$56.00
0002112	HURLEY PLUMBING 267	Plumbing Repairs	98-98-00-6112	\$60.00
DEC.2013	BANK OF AMERICA 22774	Telephone & Internet	98-98-00-6301	\$470.49
DEC.2013	BANK OF AMERICA 22774	Printing	98-98-00-6308	\$0.00
DEC.2013	BANK OF AMERICA 22774	Airport Beacon	98-98-00-6315	\$0.00
DEC.2013	BANK OF AMERICA 22774	Vehicle Maintenance	98-98-00-6316	\$0.00
DEC.2013	BANK OF AMERICA 22774	Machine/Equipment Maintenance	98-98-00-6317	\$8.82
DEC.2013	BANK OF AMERICA 22774	Professional Services	98-98-00-6373	\$0.00
<b>Total</b>				<b>\$595.31</b>
<b>Total AIRPORT FUND</b>				<b>\$595.31</b>
<b>Total AIRPORT FUND</b>				<b>\$595.31</b>
<b>Total All Funds</b>				<b>\$230,501.66</b>