



62nd City Council

Mayor Mark Spradlin

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

Ward III – Gaylord Z. Thomas, Sharyl Padgett

SPECIAL CITY COUNCIL MEETING WORKSHOP

City Hall – 101 North Second Street, Guthrie, Oklahoma

Third Floor Conference Room

February 18, 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 18, 2014 at 6:00p.m. Mayor and Council Members are present and declare a quorum present.

1. Public Comments
2. Discussion regarding Territorial Square Dancers lease property
3. Waste Water and Line Maintenance Department annual update
4. Discussion regarding agenda items
5. Request for future items of discussion
6. Adjourn



62nd 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 18, 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
 - B. Consider approval of minutes from the February 4, 2014 Regular Guthrie Public Works Authority Meeting..... 3
 - C. Consider approval of a retrofit of the computer system for the Line Maintenance Camera Truck as a sole source purchase from J & R Equipment LLC in the amount of \$47,824.20..... 4
4. Adjourn

CITY COUNCIL MEETING

62nd City Council

101 North Second Street

Tuesday, February 18, 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.. 9
 - B. Consider approval of minutes of the Regular City Council Meeting held on January 21, 2014 12
 - C. Consider approval of minutes from the February 4, 2014 City Council Workshop Meeting ... 15
 - D. Consider approval of minutes from the February 4, 2014 Regular City Council Meeting..... 16
 - E. Consider approval of minutes of Special City Council Finance Committee Meeting held on January 28, 2014 17
 - F. Consider approval of the CPI Amendment to Hangar Ground Lease # 10, Excelsior Properties.19
 - G. Consider approval of the CPI Amendment to Hangar Ground Lease # 12, H.G. Adams. 23
 - H. Consider approval of the CPI Amendment to Hangar Ground Lease # 16, Alpine Aviation. 27
 - I. Consider approval of the CPI Amendment to Hangar Ground Lease # 16A, 16A LLC. 31

- J. Consider approval of the CPI Amendment to Hangar Ground Lease # 27, Kent Officer. 35
- K. Consider approval of Ground Hangar Lease Agreement with Guardian Aerial Patrol, Principal owners Brian Gregg and Jeff Richardson, to lease Hangar Space No. 23A to build a 80x100 foot hangar, with a leased space of 16,000 square feet. The first lease payment is to be made after utilities have been installed or on July 1st 2014, whichever comes first. 39
- L. Consider approval of soliciting 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. 54
- 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. 56
- 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. 62
- 5. 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. 72
- 6. City Manager’s Report
- 7. Requests/comments from members of the City Council
- 8. 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).
- 9. Consideration of action regarding City Clerk/City Treasurer.
- 10. 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 25th 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.

Wanda Calvert, City Clerk

John Wood, Vice Chairman

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

February 4, 2014

The regular meeting of the Guthrie Public Works Authority was posted on Friday, January 31, 2014, before 5:00 p.m. and was to be held February 4, 2014, in the Guthrie City Hall Council Chambers.

Meeting was cancelled due to inclement weather conditions.

Wanda Calvert, City Clerk

Mark Spradlin, Chairman



Agenda Item Cover Letter

Meeting

City Council
X GPWA
Other:

Date of Meeting

February 18, 2014

Contact

Maxine Pruitt
Municipal Services Director

Agenda Item

Consider approval of a retrofit of the computer system in the Line Maintenance Camera Truck as a sole source purchase from J & R Equipment LLC in the amount of \$47,824.20.

Summary

The Line Maintenance Superintendent, Charles Downey, and I met with J & R Equipment LLC on Thursday, January 30, 2104, regarding the camera truck. We are looking at a retrofit for the electronics on our camera truck because of the inability to use the present software. The electronics are completely outdated and J & R cannot get replacement parts for our system. This unit, truck, chassis and equipment, was purchased in 2002. The truck and chassis is in good condition and will last for several more years if well maintained. The camera was replaced last year. The computer system needs to be replaced because CUES, the manufacturer of the electronics and software, has updated their software and it will not work with our old system. The total cost of replacing the computer system will cost \$47,824.20, versus a complete new unit which would cost in excess of \$200K. CUES, through J & R Equipment LLC, is a sole source for electronics of our camera truck. Having an operational camera is a DEQ requirement under this Consent Order #10-254. Line Maintenance has a balance of \$65,995 in the Water/Sewer Maintenance account (20-27-00-6119) that can be used for funding the purchase.

Funding Expected Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number 20-27-00-6119 Amount \$47,824.20
Legal Review X N/A Required Completed Date:

Supporting documents attached

- Quote and Specifications for Retrofit

Recommendation

Approve the sole source purchase from CUES, through J & R Equipment LLC, to retrofit the computer system for the Line Maintenance Camera Truck in the amount of \$47,824.20.

Action Needed Public Hearing Motion Emergency Clause

Pricing Worksheet

Customer: GUTHRIE, OK

Date	Doc Name	Prepared by
10/03/11	GUTHRIE OK SUMMIT RETRO NEW REEL	Robin Guthrie

Description	Qty	Unit List	Ext. Price
SYS SEL,K2,TV	1	\$1,111.00	\$1,111.00
1000' GOLD CABLE ASSEMBLY, M/C 12PIN METAL	1	\$5,171.00	\$5,171.00
MOUNTED BLK W/TOP HAT SUMMIT TV REEL .450 WITH AP [RH] MECH FOOTAGE	1	\$15,775.00	\$15,775.00
SUMMIT PCU ASSEMBLY [RACK MOUNT]	1	\$7,245.00	\$7,245.00
SUMMIT CCU ASSEMBLY [RACK MOUNT]	1	\$6,930.00	\$6,930.00
LOGITECH WIRED USB CONTROLLER	1	\$180.00	\$180.00
LOGITECH WIRELESS CONTROLLER F710	1	\$450.00	\$450.00
CABLE ASSY,K2 CCU>PCU	1	\$208.65	\$208.65
CABLE ASSY,K2,CCU>REEL CONTROLLER	1	\$585.43	\$585.43
RACK MOUNT COMPUTER W/WINDOWS 7 [NO GXP SOFTWARE]	1	\$4,000.00	\$4,000.00
KIT,COMP,TRK,SUM,W/O PRINTER/MOUSE	1	\$130.00	\$130.00
KEYBOARD AND MOUSE COMBO,WIRED	1	\$42.98	\$42.98
PRINTER,HP OFFICEJET	1	\$180.57	\$180.57
KIT BLNK PANEL,2U COMPTR RETRO GRAY	1	\$46.95	\$46.95
KIT,RETRO SUMMIT HARDWARE	1	\$41.48	\$41.48
19" (MINIMUM) FLATSCREEN COLOR INDUSTRIAL TV MONITOR NTSC / PAL COLOR STANDARDS	2	\$384.48	\$768.96
COMPUTER DELIVERY	1	\$100.00	\$100.00
TRAINING, ON-SITE (FOUR DAYS)	1	\$653.00	\$2,612.00
COMPONENT DELIVERY	1	\$1,100.00	\$1,100.00

List and Discount Pricing

Components Total

Non Discounted
Items Total

Total Price

\$47,824.20

\$0.00

\$47,824.20

Specifications For: GUTHRIE, OK

RETROFIT

1 SYSTEM SELECT INTERFACE BOX AND INTERFACE CABLES

1 1000' CABLE ASSEMBLY, M/C 12PIN METAL

- 1 1000' Gold Multi Conductor Kevlar Fiber Armored Combination TV Transmission / Tow Cable
- 1 .450 Diameter
- 1 Metal Splice Chamber with Pigtail
- 1 Cable Strain Relief

1 TV REEL ASSEMBLY, MECHANICAL FOOTAGE FOR SUMMIT .450 CABLE W/AUTO PAYOUT

- 1 Black Thermoplastic Powder Coated Frame
- 1 Power Levelwind & Multi Ratio Manual Transmission
- 1 Automatic Cable Payout System
- 1 Footage Meter with Local Counter and Remote Electronic Counter
- 1 Transmission Control at Viewing Station
- 1 Local Reel Mount Electrical and Mechanical Control
- 1 Sealed Continuous Contact Collector Assembly
- 1 Removable Drip Pan for Cleaning

1 PCU ASSEMBLY [RACK MOUNT]

1 CCU ASSEMBLY [RACK MOUNT]

- 1 Alpha Numeric Information Display, with Multi Paging and Defect Coding
- 1 Remote "QWERTY" Keyboard for Data Entry
- 1 On Screen Footage Display
- 1 WRC and PACP Codes

1 WIRED USB CONTROLLER

- 1 Joystick Control for Pan and Tilt Zoom Camera to Include:
 - 1 360 Degree Rotate
 - 1 330 Degree Optical Pan
- 1 Joystick Control for All Steering Functions & Forward / Reverse Directions for Transporter
- 1 Camera Lift Control for Optional Electronic Camera Lift
- 1 All Other Controls for Camera to Include:
 - 1 Camera Iris and Focus Override & Zoom
 - 1 Camera Lights & Shutter Control for Light Enhancement
 - 1 Camera Diagnostics & Auto Home
- 1 Cruise Control to Set Speed of the Transporter for Hands Off Operation
- 1 All Reel Controls to Include: Retrieve, Release, and Variable Speed [Excluding Dolly Systems]

1 WIRELESS CONTROLLER

- 1 Joystick Control for Pan and Tilt Zoom Camera to Include:
 - 1 360 Degree Rotate
 - 1 330 Degree Optical Pan
- 1 Joystick Control for All Steering Functions & Forward / Reverse Directions for Transporter
- 1 Camera Lift Control for Optional Electronic Camera Lift
- 1 All Other Controls for Camera to Include:
 - 1 Camera Iris and Focus Override & Zoom
 - 1 Camera Lights & Shutter Control for Light Enhancement
 - 1 Camera Diagnostics & Auto Home
- 1 Cruise Control to Set Speed of the Transporter for Hands Off Operation
- 1 All Reel Controls to Include: Retrieve, Release, and Variable Speed [Excluding Dolly Systems]

Systems]

- 1 COMPUTER ONLY WINDOWS 7 [NO GXP SOFTWARE]**
 - 1 Motherboard with 1155 Socket and Intel Z77 Chipset
 - 1 Intel Core i7-2600K Sandy Bridge 3.4 GHz Processor
 - 1 Eight (8) GB of DDR3 (Double Data Rate) 1600 RAM
 - 1 Video Capture Device for MPEG 1 / 2 / 4 / WMV
 - 1 Intel HD Graphics 3000 On Board Display Adapter
 - 2 LAN, On Board Network Connections, 10 / 100 / 1000 Mbps
 - 6 USB 2.0 Ports (4 on Rear, 2 on Front)
 - 6 USB 3.0 Ports (6 on Rear)
 - 2 RS232 Serial Ports
 - 1 Bluetooth v4.0 / v3.0 + HS
 - 1 WiFi IEEE 802.11 a/b/g/n
 - 1 On Board Sound
 - 1 DVD +/- RW DVD Burner 20x / CD - RW 40x Internal
 - 1 500 GB (7,200 RPM) SATA Hard Drive
 - 1 120 GB Solid State Drive, SATA3
 - 1 400 Watt 1U ATX Power Supply
 - 1 Industrial Hardened Case Slim 2U Design for 19" Rack
 - 1 Windows 7 Professional 64-bit Operating System

- 1 USB BLACK COMPUTER KEYBOARD AND MOUSE**

- 1 HP OFFICEJET COLOR PRINTER**

- 1 GRAY BLANK PANEL KIT FOR 2U COMPUTER RETRO**

- 1 RETRO HARDWARE KIT FOR SUMMIT**

- 2 19" (MINIMUM) FLATSCREEN COLOR INDUSTRIAL TV MONITOR NTSC / PAL COLOR STANDARDS**

- 1 INSTALLATION/TRAINING, ON-SITE (FOUR DAYS)**

- 1 COMPONENT DELIVERY**

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.

Wanda Calvert, City Clerk

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.

Wanda Calvert, City Clerk

John Wood, Vice Mayor

MINUTES

CITY COUNCIL MEETING

Council Workshop

February 4, 2014

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Friday, January 31, 2014, before 5:00 p.m. and was to be held February 4, 2014, in the Guthrie City Hall Third Floor Conference Room.

Meeting was cancelled due to inclement weather conditions.

Wanda Calvert, City Clerk

Mark Spradlin, Mayor

MINUTES

CITY COUNCIL MEETING

February 4, 2014

The regular meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, January 31, 2014 before 5:00 p.m. and was to be held February 4, 2014 in the Guthrie City Hall Council Chambers.

Meeting was cancelled due to inclement weather conditions.

Wanda Calvert, City Clerk

Mark Spradlin, Mayor



Committee Members:

Chairperson: Mary Coffin
Trey Ayers, Gaylord Z. Thomas

SPECIAL CITY COUNCIL MEETING

Finance Committee Meeting

Tuesday, January 28th, 2014, at 5:30 PM
City Hall 3rd Floor, City Manager's Office
101 North 2nd Street, Guthrie, Oklahoma 73044

- 1. Roll Call.** Chairperson Mary Coffin called the meeting to order at 5:35 p.m. with member Trey Ayers present. Gaylord "Z" Thomas was absent. City representatives present were Sereniah Breland, Eric Harlow, Wanda Calvert, Kim Biggs, Cody Mosley, Andrea Post, and Maxine Pruitt. Chairperson Mary Coffin declared a quorum with two (2) Finance Committee Members in attendance.
- 2. Discussion of County property tax.** Eric Harlow spoke about the property tax and provided Committee members with two maps showing Logan County EMS district and Guthrie Public School Board district. Eric explained how the City of Guthrie has an agreement with the Logan County EMS Board that provides the City of Guthrie with property tax that the EMS Board receives. Committee recommended scheduling a meeting between Commissioner Sharpton, Committee members Coffin and Ayers, Fire Chief Eric Harlow, and City Manager Sereniah Breland for a discussion of Fire/EMS service boundaries.
- 3. Discussion regarding wholesale water contract to the Town of Coyle.** City Manager Sereniah Breland presented information about the wholesale water contract. She informed the Committee that once the City solicits and receives bids for the cost of the project, then a recommendation will be made on amending the contract. City Manager Sereniah Breland reported meeting with the Coyle mayor to discuss progress on the project. The Committee posed questions about financial risk, and the City Manager informed the Committee she will contact Oklahoma Water Resources Board about evaluating risk.
- 4. Discussion of damaged Water Meters.** Kim Biggs, Deputy City Clerk, showed the Committee samples of both the old and new water meters. Costs of replacing damaged or broken meters was discussed, as well as value of protecting meters from tampering. City staff will research and propose a fee schedule to the Citizens Rate and Fee Advisory Committee.
- 5. Discussion of FY13 End of Year Financials.** City Clerk Wanda Calvert reviewed the FY13 End of Year Financials.



- 6. Discussion of Retail Incentives.** Cody Mosley, Director of Economic Development and Marketing, reviewed the retail incentive policy that the City Council adopted in December of 2011. He explained that the state allows the City of Guthrie to rebate sales taxes temporarily to help recruit new businesses, which the City can offer according to the Council-adopted incentive policy. Committee members Coffin and Ayers confirmed support. The Committee discussed the need to evaluate the potential of returns, expectations, and limitations including time frame or cap of rebate and possible incentive threshold when infrastructure improvements are also requested to support new business growth. The Small Business Development Center through UCO was also referenced as a source of assistance to help small companies start up.
- 7. Discussion of Sales Tax.** City Manager Sereniah Breland provided a chart of the City of Guthrie sales tax collections and also provided a table of rates and codes for sales, use, and lodging tax for Oklahoma cities and counties. Committee discussed pros and cons of a potential sales tax increase and the possible impact on economic development and infrastructure. There was also discussion of the risk of permanently dedicating a portion of sales tax to a specific cause or group. City Manager Sereniah Breland informed Committee of possible election dates.
- 8. Adjournment.** There being no further business for the Committee, Chairman Coffin declared the meeting adjourned at 7:17 p.m.

Wanda Calvert, City Clerk

Mary Coffin, Chairman



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

February 18, 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. Staff has adjusted the lease rate according to the increases for the years 2009 thru 2013. The lease rate per square foot will increase from \$0.0824 to \$0.0895. The annual rate will increase from \$665.88 to \$723.37 and will remain at this rate until December 31, 2018. This is an increase of \$57.49 per year. This ground lease expires December 31, 2033 with two (2) options to renew for five (5) years, resulting in lease expiration of December 31, 2043.

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

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

Year	Increase	Cost Increase	Cost Per SF
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
Total			0.0895

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 <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting February 18, 2014	Contact Justin Heid, Airport Manager
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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. Staff has adjusted the lease rate according to the increases for the years 2009 thru 2013. The lease rate per square foot will increase from \$0.0824 to \$0.0895. The annual rate will increase from \$150.49 to \$150.49 and will remain at this rate until December 31, 2018. This is an increase of \$11.96 per year. This ground lease expires December 31, 2033 with two (2) option to renew for five (5) years, resulting in lease expiration of December 31, 2043.

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>98-00-00-5463</u>	Amount	<u>\$11.96 (increase amount)</u>
Legal Review	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>01/29/2014</u>

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 Motion Emergency Clause

AMENDMENT TO A HANGAR GROUND LEASE AGREEMENT

This Amendment to Hangar Ground Lease Agreement previously entered into on the 16th day of September, 2003, between the CITY OF GUTHRIE, OKLAHOMA, a Municipal Corporation, (hereinafter called "Lessor") and H.G. Adams, (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 # 12), 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"

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

Year	Increase	Cost Increase	Cost Per SF
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
Total			0.0895

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



Agenda Item Cover Letter

Meeting: x City Council, Date of Meeting: February 18, 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, Budgeted: Yes, Account Number: 98-00-00-5463, Amount: \$16.89 (increase amount), Legal Review: N/A, x Required, Completed Date: 01/29/2014

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

Year	Increase	Cost Increase	Cost Per SF
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
Total			0.0895

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



Agenda Item Cover Letter

Meeting: [x] City Council, [] GPWA, [] Other:
Date of Meeting: February 18, 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

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

AMENDMENT TO A HANGAR GROUND LEASE AGREEMENT

This Amendment to Hangar Ground Lease Agreement previously entered into on the 15th day of July, 2003, between the CITY OF GUTHRIE, OKLAHOMA, a Municipal Corporation, (hereinafter called "Lessor") and 16-A, LLC., (hereinafter called "Lessee").

Whereas, Lessor and Lessee have previously entered into the above described Hangar Ground Lease Agreement covering 2,625 square feet of hangar space (Hangar # 16A), 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 \$235.00 per annum, representing a 0.0895 cents per square foot rate determined in accordance with the following formula:

$$\underline{2,625} \text{ square feet} \times \underline{\$0.0895} = \underline{\$235.00}$$

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.

"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

Year	Increase	Cost Increase	Cost Per SF
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
Total			0.0895

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



Agenda Item Cover Letter

Meeting

x City Council
GPWA
Other:

Date of Meeting

February 18, 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. Staff has adjusted the lease rate according to the increases for the years 2009 thru 2013. The lease rate per square foot will increase from \$0.0824 to \$0.0895. The annual rate will increase from \$138.53 to \$150.49 and will remain at this rate until December 31, 2018. This is an increase of \$11.96 per year. This ground lease expires December 31, 2033 with two (2) options to renew for five (5) years, resulting in lease expiration of December 31, 2043.

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

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 16th 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

Year	Increase	Cost Increase	Cost Per SF
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
Total			0.0895

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



Agenda Item Cover Letter

Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting February 18, 2014	Contact Justin Heid, Airport Manager
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Agenda Item

Consider approval of Ground Hangar Lease Agreement with Guardian Aerial Patrol, Principal owners Brian Gregg and Jeff Richardson, to lease Hangar Space No. 23A to build a 80x100 foot hangar, with a leased space of 16,000 square feet. The first lease payment is to be made after utilities have been installed or on July 1st 2014, whichever comes first.

Summary

Guardian Aerial patrol wish to lease Hangar Space No. 23A in the Corporate Hangar Development Area and build on 16,000 square feet of leased property, an 80x100 foot hangar at a rate of \$0.17 per leased square foot for 30 years with an option to renew for a total of an additional 20 years, through two 10 year renewals. Hangar space is in great demand at the airport and Guardian Aerial Patrol is one of the largest fuel purchasers on the airfield. Their business is growing significantly and they require more space for aircraft storage. If the lease is not approved, the company will be forced to relocate to another airport due to growth of their company. The Guthrie-Edmond Regional Airport Board recommends approval of this hangar lease. The first annual payment will be made once electric utilities have been installed or June 1st 2014, whichever comes first. The lease payment received from the commercial hangar development area, which includes hangar space No. 23A, will be used to pay back the EEDA loan for water and sewer utilities brought to the commercial development area.

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>98-98-00-5463</u>	Amount	<u>\$2720.00 annually</u>
Legal Review	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>02/11/2014</u>

Supporting documents attached

- Hangar Space No. 23A Ground Lease

Recommendation

Approve the Ground Hangar Lease Agreement with Guardian Aerial Patrol to lease Hangar Space No. 23A.

Action Needed Public Hearing Motion Emergency Clause

PROPERTY LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Lease"), is made and entered into this 18th day of February, 2014, by and between The City of Guthrie, Oklahoma, a municipal corporation, doing business as the Guthrie-Edmond Regional Airport hereinafter the "LESSOR", and Guardian Aerial Patrol, hereinafter the "LESSEE".

WITNESSETH:

1. **PREMISES:** That the LESSOR in consideration of the payment in advance of the first year's rental listed below and the continuing obligation of LESSEE to timely pay annual rent in advance as herein provided, and in consideration of the other terms, provisions and covenants hereof, LESSOR hereby demises and leases to LESSEE, and LESSEE hereby rents and leases from LESSOR, the real property situated in the City of Guthrie, County of Logan, State of Oklahoma, more particularly described in Exhibit "A" attached hereto as a part hereof, together with all rights, privileges, easements, appurtenances and amenities belonging to or in any way pertaining to the premises and together with the building and other improvements situated or to be situated upon said premises (the said real property, building and improvements being hereinafter referred to as the "Premises").

TO HAVE AND TO HOLD the same for a term commencing on the 18th day of February, 2014 (the "Commencement Date") and ending on the 17th day of February, 2044 subject to termination as provided herein (the "Lease Term").

(a) **OPTIONS FOR RENEWAL:** The LESSEE is granted the option to renew this lease For an additional ten (10) year term at the end of the lease term and a second option to renew for another ten (10) year term after the expiration of the first option period if the first option to extend is exercised by Lessee/Lessor. All terms of this lease shall apply to any renewal period under the exercise of the option or options.

2. **RENTALS:**

As rental for use of said premises, in addition to the other things to be done by LESSEE, the LESSEE agrees to pay the LESSOR in advance commencing the first day of execution of this lease agreement and in advance on each annual anniversary date the same annual rental amount during each of the remaining years of the lease, the annual rent consisting of the total amount set forth below:

Initial Annual Rental Amount: \$ 2720.00

Hangar space lease payment shall be made when electric services are installed to the hangar site or June 1st, 2014, whichever comes first. There will be a one time \$2000 fee for connection of water utilities, and a one time connection fee of \$2000 for sewer utilities, totaling \$4000 in connection fees. The \$4000 in connection fees will be paid during the permitting process with the City of Guthrie. All connection fees and land lease revenue will be used to pay the debt incurred in utility extensions to the hangar area, until the debt is satisfied, and then will continue to remain as airport lease revenue. The rental amount payable hereunder shall be

subject to review and adjustment every five (5) years during the term of the lease as follows: The rental adjustment contemplated hereunder shall be based upon, but shall not exceed, the annual percentage increase in the consumer price index for each of the five (5) year periods immediately preceding the review date. The new annual rental thus calculated shall be the adjusted annual rental for the next five (5) year period. The LESSOR shall recalculate the adjusted annual rental and notify the LESSEE of the new of annual rental.

2. (a) PENALTY: If payments are not received when due a five percent (5%) penalty will be due if the payment is more than fifteen (15) days late. If payments are not received by the first of the subsequent month, an additional penalty of one percent (1%) of the unpaid rental/fee amount will be due. The one percent (1%) charge will be added on the first of each subsequent month until the unpaid rental/fee payment is made.

3. PURPOSE AND USE: The premises shall be used solely for purposes consistent with the operation of the Guthrie-Edmond Regional Airport or its successor(s) and the property leased hereunder shall be used continuously during the term of this agreement, for the storage of aircraft, and for those things directly attendant to LESSEE'S business operation of storage of aircraft and for no other purpose, except such as shall be from time to time permitted by LESSOR. The parties hereto shall comply with all the terms and conditions or prior resolutions of the LESSOR, concerning the operation of Guthrie-Edmond Regional Airport or its successor(s), with the ordinances, rules and regulations of the City of Guthrie, Oklahoma, and the parties hereto shall comply with, and this agreement shall be subject to, all other agreements with the Federal Aviation Administration, being an agreement between the LESSOR, and the United States of America acting through the Federal Aviation Administration relative to the operation and maintenance of the Guthrie-Edmond Regional Airport or its successor(s), which agreements are made a part hereof by reference as though the same appeared herein, together with any agreements with the Oklahoma Aeronautics Commission.

LESSEE shall abide by the rules formulated for the operation and maintenance of hangars at the Guthrie-Edmond Regional Airport or its successor(s), which may be adopted by LESSOR, provided such rules shall be applicable to all other LESSEES located on or doing business at Guthrie-Edmond Regional Airport or its successor(s), and for such other lawful purpose as may be incidental thereto.

LESSEE shall at its own cost and expense obtain any and all licenses and permits necessary for such uses and purposes. LESSEE shall comply with all governmental laws, ordinances, and regulations applicable to the use of the Premises, and shall promptly comply with all governmental laws, ordinances, and regulations applicable to the use of the Premises, and shall promptly comply with all governmental orders and directives for the correction, prevention and abatement of nuisances in or upon or in connection with the Premises, all at LESSEE'S sole expense. LESSEE will not permit the Premises to be used for any purpose that would render the insurance thereon void or the insurance risk more hazardous, or which would increase the cost of insurance coverage with respect to the Premises.

No commercial business activities or enterprises shall be permitted within except for routine maintenance and repairs of LESSEE's aviation-related equipment by third parties.

It is understood and is the intent of the parties to permit LESSEE to engage in commercial aviation enterprises as from time to time necessitated; provided, that should

LESSEE by action or by request indicate a continuing commercial activity other than the LESSEE's storage of aircraft, this lease shall be subject to review by the LESSOR, so that such LESSOR can require LESSEE to comply with the same standards as required of other Guthrie-Edmond Regional Airport hangar/lessees.

4. REPAIRS AND MAINTENANCE: LESSEE shall at its own cost and expense keep, maintain and take good care of the Premises and make all necessary repairs thereto and shall suffer no waste or nuisance thereon. At the end of the Lease Term, or upon other termination of this lease, LESSEE shall deliver the Premises to LESSOR with all improvements thereon in good repair and conditions, reasonable wear and tear alone excepted, subject to Section 12 hereof.

(a) Painting of Buildings: During the original term of this Lease and during each extension, LESSOR shall have the right to require, not more than once every ten (10) years, that the metal exterior of hangar(s) or building(s) located on the premises be reviewed by the Guthrie Municipal Services Department for the purpose of determining whether painting of the exteriors of such buildings or hangars is necessary. If the Guthrie Municipal Services Department determines painting is necessary, it shall furnish a recommendation to this effect to the LESSOR. The LESSOR may require LESSEE to repaint said exteriors according to LESSOR's specifications (to specify color of paint, quality of workmanship and the year and month in which the hangar(s) or buildings(s) are to be painted, if needed.) LESSEE shall complete the painting in accordance with such specifications within one (1) year of receipt of notice from LESSOR. LESSEE agrees to pay all costs and expense involved in the hangar building painting process. Failure of LESSEE to complete the painting required by LESSOR within a one (1) year period shall constitute Lessee's default under this Lease.

5. ALTERATIONS: Construction of improvements upon the demised premises which would become a permanent improvement to the property, not subject to removal, must be approved by LESSOR. LESSEE shall at LESSEE'S sole expense, prepare plans and specifications for such buildings and improvements to be erected. Such building(s) shall comply in all regards to pertinent and applicable state and federal regulations, ordinances, resolutions, rules and regulations of the City of Guthrie, Oklahoma. Such plans and specifications shall be submitted to LESSOR for LESSOR'S written approval or any revisions required by LESSOR. LESSOR shall not unreasonably withhold such approval, and in the event of disapproval, LESSOR shall give to LESSEE an itemized statement of reason therefore within thirty (30) days after the same are submitted to LESSOR.

(a) LESSEE shall not make any permanent alterations, additions, or improvements to the Premises without the prior written consent of LESSOR.

(b) Alterations, improvements and changes permitted. LESSEE shall have the right to make such alterations, improvements, and changes to any building which may from time to time be on the Premises, as LESSEE may deem necessary, or to replace any such building with a new one of at least equal value, provided that prior to making any such structural alterations, improvements, or changes, or to replace any such building, LESSEE shall obtain LESSOR'S written approval of plans and specifications therefore, which approval LESSOR shall not unreasonably withhold, provided that the value of the building shall not be diminished and the structural integrity of the building shall not be adversely affected by any such alterations, improvements or changes, or that any proposed new building is at least equal in value to the one which it is to replace, as the case may be. In the event of disapproval, LESSOR shall give to LESSEE an itemized statement of reasons therefore. If LESSOR does not disapprove the

plans and specifications provided for in this section within thirty (30) days after the same have been submitted to LESSOR, such plans and specifications shall be deemed to have been approved by LESSOR. LESSEE will in no event make any alterations, improvements, or other changes of any kind to any building on the premises that will decrease the value of such building, or that will adversely affect the structural integrity of the building.

(c) Private Hangar Construction Specifications. Any new building or structure or new portion thereof, constructed by LESSEE on the Premises after the effective date hereof, and all alterations, improvements, changes or additions made in or to such Premises after the effective date hereof shall be the property of LESSEE who expressly agrees to comply with the specifications for Private Hangar construction as attached as Exhibit B. The hangar shall become LESSOR'S property on expiration or termination of this lease.

(d) Private Hangar Construction. Construction of a new building, that is not replacement of an existing building, shall commence within six (6) months from the effective date hereof. Said hangar construction shall be completed within 120 days thereafter. This lease cannot be assigned or transferred unless the hangar is complete and Certificate of Occupancy is issued by the City of Guthrie. Failure to comply with this provision is a material event of default.

6. SIGNS: LESSEE shall have the right to install a sign upon the exterior of any building, located upon the Premises, such sign to be approved in writing, in advance, by LESSOR, and subject to any applicable governmental laws, ordinances, regulations, historical guidelines, or other requirements. LESSEE shall remove all such signs upon the termination of this Lease. Such installments and removal shall be made in such manner as to avoid injury or defacement of any building and other improvements.

(a) LESSOR shall provide and install the correct building number on the exterior of the building. LESSEE shall be charged a fee of \$40.00 to cover the cost of purchase/installation of the sign. The correct building number shall be affixed to the building in the most visible location. The sign is not to be removed from the building.

7. INSPECTION: LESSOR and LESSOR'S officers, officials, employees, agents and appointed representatives shall have the right to enter and inspect the Premises at any reasonable time during business hours upon twenty four (24) hours notice by telephone or by posting written notice upon the Premises (in emergencies at all times with or without notice) for the purpose of ascertaining the condition of the Premises. LESSEE shall provide such key(s) to the LESSOR as may be necessary to afford emergency access to the Premises and if not LESSOR shall bear no responsibility or liability for damages incurred, if any, in gaining access. LESSOR and the LESSOR'S agents and appointed representatives shall have the right to enter the Premises at any reasonable time prior to the expiration of this Lease Term.

8. UTILITIES: LESSEE shall arrange and pay for all utilities furnished to the Premises including water, gas, fuel, telephone, electricity, garbage, and sewage. LESSEE shall pay for all janitorial and cleaning costs for such services provided to the Premises.

9. ASSIGNMENT AND SUBLETTING: LESSEE shall not assign or transfer this lease, nor any interest herein, without the prior written consent of LESSOR, signed by the Mayor for the City of Guthrie, Oklahoma, and a consent to assign shall not be deemed to be a consent to any subsequent assignment. Any such assignment without such consent shall be void, and shall, at the option of LESSOR terminate this lease. LESSOR shall not, however, unreasonably withhold its approval or consent to assign. Neither this lease nor the leasehold

estate of LESSEE hereunder in the demised premises, or any building or improvements thereon, shall be subject to involuntary assignment, transfer or sale, or to assignment, transfer, or sale by operation of law in any manner whatsoever, and such attempted involuntary assignment, transfer or sale shall be void and of no effect and shall, at the option of LESSOR, terminate this lease. LESSEE shall provide a written list of tenants/sub lessees from time to time as such tenant(s) change including name(s), mailing address and telephone number. LESSEE shall provide a copy of all leases or subleases to the LESSOR at the time of execution of said lease or sublease.

Upon the occurrence of an "event of default" as hereinafter defined, if the Premises are then assigned or sublet, LESSOR, in addition to any other remedies provided by law, may at its option collect directly from assignee or subtenant all rents that become due to LESSEE under such assignment or sublease and apply hereunder, and no such collection shall be construed to constitute a novation or release of LESSEE from the further performance of LESSEE'S obligations hereunder. LESSOR shall have the right to assign the rents under this Lease, or the lease itself.

10. INSURANCE: LESSEE, shall, at its expense, keep in effect during the term or renewal term of this Lease the following insurance in standard form policies with an insurance company or companies authorized to do business in Oklahoma:

(a) Liability Insurance: Upon the execution of this Lease, LESSEE shall procure and maintain continuously in effect during the entire term of this Lease and any renewal thereof with respect to the Premises, insurance against liability for injuries to or death of any person or damage to or loss of property arising out of or death of any person or damage to or loss of property arising out of or in any way relating to the maintenance, use or operation of the premises or any part thereof. All such insurance shall be issued by a company licensed to do business in the state of Oklahoma and shall be at least in the amount of \$1,000,000.00 for any one occurrence. The policy shall contain an endorsement stating that both the City of Guthrie, Oklahoma and the City of Edmond, Oklahoma are included as a named insured party.

(b) Property Insurance. Upon the execution of this Lease, LESSEE shall procure, and maintain continuously during the term of this Lease, and any renewal thereof, insurance to the extent of the full insurable value of the building and improvements, other than land and building foundations, all-risk insurance, subject only to the standard exclusions contained in the policy in such amount as will be at least sufficient so that a claim may be made for the full replacement cost of any part thereof damaged or destroyed. The policy shall contain an endorsement stating that the City of Guthrie, Oklahoma is included as a named insured party.

(c) LESSOR'S right to pay premiums on behalf of LESSEE. All of the policies of insurance referred to in this section shall be written in a form satisfactory to LESSOR by insurance companies licensed to do business in the State of Oklahoma. LESSEE shall pay all of the premiums therefore and deliver such policies, or a certificate thereof, to LESSOR, and in the event of a failure of LESSEE either to affect such insurance in the names herein called for or to pay the premiums therefore or to deliver such policies, or certificates thereof, to LESSOR. LESSOR shall be entitled, but shall have no obligation, to affect such insurance and pay the premiums therefore, which premiums shall be repayable to LESSOR with the next installment of rental, and failure to repay the same shall carry with it the same consequences as failure to pay any installment of rental. Each insurer mentioned in this section shall agree, by endorsement on the policy or policies issued by it, or by independent instrument furnished to LESSOR, that it will give to LESSOR thirty (30) days written notice before the policy or policies in question shall

be altered or cancelled. LESSOR agrees that it will not unreasonably withhold its approval as to the form or to the insurance companies selected by LESSEE. The City Manager of the City of Guthrie may approve the policy of insurance as set forth in this paragraph for the LESSOR.

11. LIABILITY: LESSOR shall not be liable to LESSEE or LESSEE'S servants, employees, agents, contractors, guests, patrons, invitees, or visitors, or to any other persons whomsoever, for any injury to persons or damage to property on or about the Premises, caused by the negligence or misconduct of LESSEE, its agents, contractors, guests, servants, or employees, or implied invitation of LESSEE, or caused by the buildings and improvements located on the Premises, or due to any cause whatsoever, and LESSEE agrees to indemnify the LESSOR and hold it harmless from any liability, judgments, causes of action, loss, expense or claims, including attorneys' fees, arising out of any such damage or injury; except injury to persons or damage to property, the sole cause of which is the intentional, willful or wanton misconduct of LESSOR.

12. DAMAGE OR DESTRUCTION OF PREMISES: In the event of damage or destruction to the leased premises, or any part thereof, LESSEE shall, at LESSEE's sole risk and expense, proceed with reasonable diligence to rebuild or repair the premises to substantially the condition which the premises existed prior to such damage. In the event that LESSEE should fail to complete such repairs or rebuilding within a reasonably prudent time, LESSOR may, at LESSOR's sole option, terminate this Lease by delivering written notice of termination to LESSEE, whereupon all rights and obligations thereafter accruing hereunder shall cease. LESSEE shall notify LESSOR as soon as is reasonably possible but, in any event, within forth-five (45) days of casualty, as to the length of time repairs to the premises will require.

All casualty insurance proceeds checks on the facility shall be made payable to LESSOR and LESSEE jointly and are to be used for the purpose of repairing or rebuilding of the facility in the event of loss.

Rent shall not abate during the period of repair or reconstruction of the premises.

13. HOLDING OVER: It is agreed that any holding over of the Premises by LESSEE after the expiration of the Lease Term or any extension or renewal thereof, by lapse of time or otherwise, shall operate and be construed as a tenancy of sufferance at One twelfth (1/12) of the annual rental provided for herein. If any property not belonging to LESSOR remains on the Premises after the expiration or earlier termination of the term of this Lease, LESSEE hereby authorizes LESSOR to dispose of such property in such manner as LESSOR may desire, without liability to LESSEE. In the event that such property is the property of LESSEE, and in the event that such property is owned by someone other than LESSEE, LESSEE agrees to indemnify and hold LESSOR, its officials, officers, employees, agents and contractors harmless from all suits, actions, claims, liability, loss, damages and expenses in connection with or incidental to any removal, exercise of dominion over and/or disposition of such property by LESSOR, its officials, officers, employees, agents or contractors.

14. QUIET ENJOYMENT. LESSOR represents and warrants that it is seized of the demised premises in fee simple and has full right and authority to enter into this Lease and that LESSEE upon paying the rental herein set forth and performing its other covenants and agreements herein set forth, shall peaceably and quietly have, hold and enjoy the Premises for the terms hereof without hindrance or molestation from LESSOR, subject to the terms and provisions of this Lease.

15. EVENTS OF DEFAULT: The following events shall be deemed to be events of default under this Lease:

(a) LESSEE shall fail to pay any installment of the rent hereby reserved when due, or shall fail to pay the taxes described in paragraph 23, or for the insurance described in paragraph 10, or any reimbursement to LESSOR required herein, and such failure shall continue for a period of fifteen (15) days from the date LESSOR has provided written notice of such failure to pay by certified first class U.S. Mail, postage prepaid whether actually received or not in the event the LESSEE fails or refuses to accept delivery of such certified mail..

(b) A receiver or trustee shall be appointed for all or substantially all of the assets of LESSEE and such appointment shall not be vacated within sixty (60) days thereafter.

(c) Failure of LESSEE to occupy the Premises for the purposes set forth in Section 3 hereof continuously for a period exceeding sixty (60) days without providing written notice of such action to LESSOR within said sixty (60) day period and a statement of how LESSEE intends to use the PREMISES for said aviation hangar purposes for the remainder of the Lease Term.

(d) LESSEE shall fail to comply with any term, provision, or covenant of this Lease (other than the foregoing in this paragraph), and shall not cure such failure within thirty (30) days after written notice thereof from LESSOR.

(e) Failure of LESSEE to pay any rental installment or appropriate portion thereof when due for a period of thirty (30) days or more from the due date shall constitute an event of default and if not paid or cured within said thirty (30) day grace period, shall result in the termination of the Lease and all rights hereunder.

(f) Failure of LESSEE to comply with the provisions of Paragraph 5 (d) Private Hangar Construction.

16. REMEDIES: Upon the occurrence of any of such events of default described in paragraph 15 hereof, LESSOR shall have the option to pursue any one or more of the following remedies without any notice or demand whatsoever:

(a) Terminate this Lease and all rights of LESSEE hereunder, in which event LESSOR may recover from LESSEE the loss or damage which LESSOR may suffer as a result of termination of this Lease, including the expense of repossession, and any repairs undertaken by LESSOR following repossession.

(b) Declare any rental payments from the date of default until the end of this Lease to be immediately due and owing.

(c) Enter upon and take possession of the Premises and expel or remove LESSEE and any other persons or property which may be occupying said Premises or any part thereof, by self-help, if necessary, without being liable for prosecution or any claim for damages therefore, and relet the Premises on such terms as LESSEE agrees to pay to LESSOR on demand for any deficiency that may arise by reason of such reletting.

(d) Without terminating this Lease, terminate LESSEE'S right to possession of the Premises.

(e) Without terminating this Lease or the LESSEE'S rights to possession hereunder, enforce all of its rights and remedies under this Lease, including the right to recover rent and other charges as they become due under the Lease.

(f) LESSOR may perform for the account of LESSEE any term, covenant, or provision of the Lease that LESSEE has failed to perform.

(g) Exercise all other remedies available to LESSOR at law or in equity, including, without limitation, injunctive relief of all varieties.

If LESSOR, at any time is compelled to pay or elects to pay any sum of money or do any acts which would require the payment of any sum of money by reason of the failure of LESSEE to comply with any provision of this Lease, or if LESSOR is compelled to incur any expense, including reasonable attorneys' fees, in instituting, securing or defending any action or proceeding instituted by reason of any default of LESSEE hereunder, the sum or sums so paid by LESSOR with all interest, costs, and damages, shall be deemed to be additional rent hereunder and shall be due from LESSEE to LESSOR on the first day of the month following the incurring of such respective expenses.

Pursuit of any of the foregoing remedies shall not preclude pursuit of any of the other remedies herein provided or any other remedies provided by law or in equity, nor shall pursuit of any remedy herein provided constitute a forfeiture or waiver of any rent due to LESSOR hereunder or of any damages accruing to LESSOR by reason of the violation of any of the terms, provisions and covenants herein contained. No act or thing done by the LESSOR or its agents during the term hereby granted shall be deemed a termination of this Lease or an acceptance of the surrender of the Premises, and no agreement to terminate this Lease or to accept a surrender of said Premises shall be valid unless in writing and signed by LESSOR. No waiver by LESSOR of any violation or breach of any of the terms, provisions, and covenants herein contained shall be deemed to constitute a waiver of any future default. Forbearance by LESSOR to enforce one or more of the remedies herein provided upon an event of default shall not be deemed or construed to constitute a waiver of such default.

16A. ECONOMIC NONDISCRIMINATION: LESSEE shall, to the extent it provides or furnishes services to the public at the Guthrie-Edmond Regional Airport, or its successor(s), provide or furnish such services on a fair, equal and not unjustly discriminatory basis to all users thereof and shall charge fair, reasonable and not unjustly discriminatory prices for each unit or service.

17. DISPOSITION OF IMPROVEMENTS ON TERMINATION OF LEASE:

During the term of this Lease all new buildings, alterations, changes, additions, and/or improvements placed upon the City of Guthrie's real property by LESSEE shall remain the property of the LESSEE subject to LESSORS equitable title. On termination of this Lease for any cause, the City of Guthrie shall become the owner of any buildings, alterations, changes, additions and/or improvements on the demised premises.

18. LESSOR'S LIEN: (a) In addition to any statutory lien for rent in LESSOR'S favor, LESSOR shall have and LESSEE hereby grants to LESSOR a continuing security interest for all rentals and other sums of money becoming due hereunder from

LESSEE, upon the building and all fixtures and furniture of LESSEE situated on the Premises, and such property shall not be removed there from without the consent of LESSOR until all arrearage in rent as well as any and all other sums of money then due to LESSOR herein under shall first have been paid and discharged. In the event of a default under this Lease, LESSOR shall have in addition to any other remedies provided herein or by law, all rights and remedies under the Uniform Commercial Code, including without limitation, the right to sell the property described in this paragraph at public or private sale upon five (5) days notice to LESSEE. Any statutory lien for rent is not hereby waived, the express contractual lien herein granted being in addition and supplementary thereof.

(b) LESSEE may not encumber in any manner its leasehold interest and estate in the demised premises or any improvements placed by LESSEE thereon without the prior written consent of LESSOR, signed by the Mayor of the City of Guthrie.

19. MECHANIC'S LIENS: LESSEE shall have no authority, express and implied, to create or place any lien or encumbrance, of any kind or nature whatsoever, upon, or in any manner to bind the interest of LESSOR in the Premises or to charge the rentals payable hereunder for any claim in favor of any person dealing with LESSEE, including those who may furnish materials or perform labor for any construction or repairs, and each such claim shall affect and each such lien shall attach to, if at all, only the leasehold interest granted to LESSEE by this instrument. LESSEE covenants and agrees that it will pay or cause to be paid all sums legally due and payable by it on account of any labor performed or materials furnished in connection with any work performed on the Premises on which any lien is or can be validly and legally asserted against its leasehold interest in the Premises or the improvements thereon and that it will save and hold LESSOR harmless from any and all loss, cost or expense based on or arising out of asserted claims or liens against the leasehold estate or against the right, title and interest of the LESSOR in the Premises or under the terms of this Lease.

20. NOTICES: Each provision of this instrument or of any applicable governmental laws, ordinances, regulations and other requirements with reference to the sending, mailing, or delivery of any notice or the making of any payment by LESSOR to LESSEE or with reference to the sending, mailing, or delivery of any notice or the making of any payment by LESSEE to LESSOR shall be deemed to be complied with, when and if the following steps are taken:

(a) All rent and other payments required to be made by LESSEE to LESSOR hereunder shall be payable to the City of Guthrie at the address herein below set forth or at such other address as LESSOR may specify from time to time by written notice delivered in accordance herewith. Payments should be mailed to: City of Guthrie, P. O. Box 908, Guthrie, OK 73044.

(b) All payments required to be made by LESSOR to LESSEE hereunder shall be payable to LESSEE at the address herein below set forth, or at such other address within the continental United States as LESSEE may specify from time to time by written notice delivered in accordance herewith.

(c) Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered whether actually received or not when deposited in the United States Mail, postage prepaid, certified or registered mail, addressed to the parties hereto at the respective addresses set out below, or at such other address as they have theretofore specified by written notice delivered in accordance herewith:

LESSOR:

The Mayor and City Council
for the City of Guthrie, Oklahoma
% Airport Manager
P.O. Box 908
Guthrie, OK 73044

The Mayor and City Council
For the City of Edmond, Oklahoma
P.O. Box 2970
Edmond, OK 73083

COPY TO:

Guthrie City Manager
P.O. Box 908
Guthrie, Oklahoma 73044

LESSEE:

Jeff Richardson and Brian Gregg
Guardian Aerial Patrol
1050 E 2nd #225
Edmond, OK 73034

If and when included within the term "LESSOR", as used in this instrument, there are more than one person, firm or corporation, all shall jointly arrange among themselves for their joint execution of such a notice specifying some individual at some specific address for the receipt of notices and payments to LESSOR; if and when included within the term "LESSEE", as used in this instrument, there are more than one person, firm or corporation, all shall jointly arrange among themselves for the joint execution of such a notice specifying some individual at some specific address within the continental United States for the receipt of notices and payments to LESSEE. All parties included within the terms "LESSOR" and "LESSEE" respectively, shall be bound by notices given in accordance with the provisions of this paragraph to the same effect as if each had received such notice.

21. NO WASTE, DAMAGE, OR EXTERIOR STORAGE: LESSEE shall not commit any waste upon or do any damage to the Premises. LESSEE shall not use or permit the use of the Premises for any unlawful purpose or in violation of the City of Guthrie zoning or other laws. LESSEE shall not permit any rubbish, refuse, or garbage to accumulate or create a fire hazard in or about the Premises. In connection with its occupancy of the Premises, LESSEE shall not use the demised Premises in violation of any laws, ordinances, regulations, or orders of any duly constituted authorities of the City, County, State, and federal government. No storage of goods or merchandise shall be permitted except within the leased premises. Exterior storage shall be prohibited. LESSOR has the right to charge LESSEE (after giving written notice to LESSEE) for any expense LESSOR may incur to enforce the provisions of this paragraph.

22. ABANDONMENT: LESSEE shall not vacate or abandon the Premises at any time during the lease term unless required to do so by duly authorized legal authority.

23. TAXES: (a) LESSEE agrees to pay, when due, all taxes and assessments levied or assessed as they become due, promptly and before delinquency. LESSEE shall pay any ad valorem taxes on the premises should said premises ever be assessed by the Logan County Assessor or Treasurer.

24. LEASE IS SUBJECT TO ALL AVIATION LAWS: This Lease is subject to all present and future laws, rules and regulations, both state and federal as well as local laws, rules and regulations, airports in general, and especially municipal airports, and if necessary, shall be modified and amended from time to time in order to comply and conform therewith.

25. MISCELLANEOUS: (a) Words of any gender used in this lease shall be held and construed to include any other gender and words in the singular number shall be held to include the plural unless the context otherwise requires.

(b) The terms, provisions, covenants and conditions contained in this Lease shall apply to, inure to the benefit of, and be binding upon, the parties hereto and upon their respective heirs, legal representatives, successors and permitted assigns, except as otherwise herein expressly provided.

(c) The captions inserted in this Lease are for convenience only and in no way define, limit or otherwise described the scope or intent of this Lease, nor in any way affect the interpretation of this Lease.

(d) LESSEE agrees, from time to time, within thirty (30) days after required of LESSOR, to deliver to LESSOR, or LESSEE'S designee, an estoppels certificate stating that this Lease is in full force and effect, the date to which rent has been paid, the unexpired term of this Lease and such other matters pertaining to this Lease as may be reasonably requested by LESSOR.

(e) This Lease may not be altered, changed, or amended except by an instrument in writing signed by both parties hereto.

(f) There shall be no merger of this Lease, nor of the leasehold estate created by it, with the fee estate in the Premises, by reason of the fact that this Lease, or the leasehold estate created by it, may be held, directly or indirectly, by or for the account of any person or entity which shall have an interest in the fee estate of the Premises.

(g) LESSEE accepts this Lease subject and subordinate to any first mortgage, deed of trust or other first lien presently existing or hereafter arising upon the Premises and to any renewals, refinancing and extensions thereof, but LESSEE agrees that any such first mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this Lease on such terms and subject to such conditions as such mortgagee may deem appropriate in its discretion. LESSOR is hereby irrevocably vested with full power and authority to hereby subordinate this Lease to any first mortgage, deed of trust or other first lien now existing or hereafter placed upon the Premises and LESSEE agrees upon demand to execute such further instruments subordinating this Lease or attorning to the holder of any such liens as LESSOR may request.

(h) LESSEE shall not mortgage, hypothecate, subordinate, assign, or in any other manner pledge its interest in this Lease as collateral for any indebtedness whether in connection with the Premises or otherwise without the prior written consent of LESSOR.

(i) LESSEE shall execute such attornment agreement to any mortgagee of LESSOR as such mortgagee shall reasonably require within 15 days from such request; provided, however, that such attornment agreement(s) shall be reasonably satisfactory as to form and content to LESSOR.

(j) The invalidity, or unenforceability in particular circumstances, of any provision of this Lease shall not extend beyond such provision or circumstance and no other provision hereof shall be affected.

(k) The laws of the State of Oklahoma shall govern the interpretations, validity, performance, and enforcement of this Lease. If any provision of this Lease should be held to be invalid or unenforceable, the validity and unenforceability of the remaining provisions of this Lease shall not be affected.

IN WITNESS WHEREOF, this agreement was executed by the parties hereto on the date and year first above written.

"LESSOR"
The City of Guthrie

ATTEST: (Seal)

City Clerk

by: _____

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 as its Mayor, to the within and 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:

APPROVED AS TO FORM AND LEGALITY

City Attorney

Notary Public

"LESSEE"

By: _____

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 as its President, to the within and 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"

The following described real property situate in the City of Guthrie, Logan County, Oklahoma, to-wit:

A hanger, situated on a tract of land, referred to as "lot #23A", lying in the Northwest Quarter (NW1/4) of Section Twenty-one (21), Township Sixteen North (T16N), Range Two (R2) West of the Indian Meridian, Logan County, Oklahoma, more particularly described as:

COMMENCING at a given point on a line that is 69 feet Northwest of the Taxiway Delta centerline and then intersects perpendicularly a line that runs 27.5 feet Southwest of the Taxilane Delta Stub centerline (known as the Western edge of the Taxilane Delta stub pavement) of the said Northwest Quarter;
THENCE 200.00 feet parallel to Taxiway Delta to the Southwest;
THENCE 80.00 feet perpendicular to Taxiway Delta and parallel to the Taxilane Delta Stub to the Northwest;
THENCE 200.00 feet parallel to Taxiway Delta to the Northeast;
THENCE 80.00 feet perpendicular to Taxiway Delta and parallel to the Taxilane Delta Stub to the Southeast to the point of beginning.

Commonly referred to as "Lot # 23A".



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

February 18, 2014

Contact

Kim Biggs,
Purchasing Agent

Agenda Item

Consider approval of soliciting 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

- Draft of Bid Notice

Recommendation

Approve to solicit bids for this mineral lease.

Action Needed Public Hearing X Motion Emergency Clause

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. 2nd 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. 2nds 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 18, 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

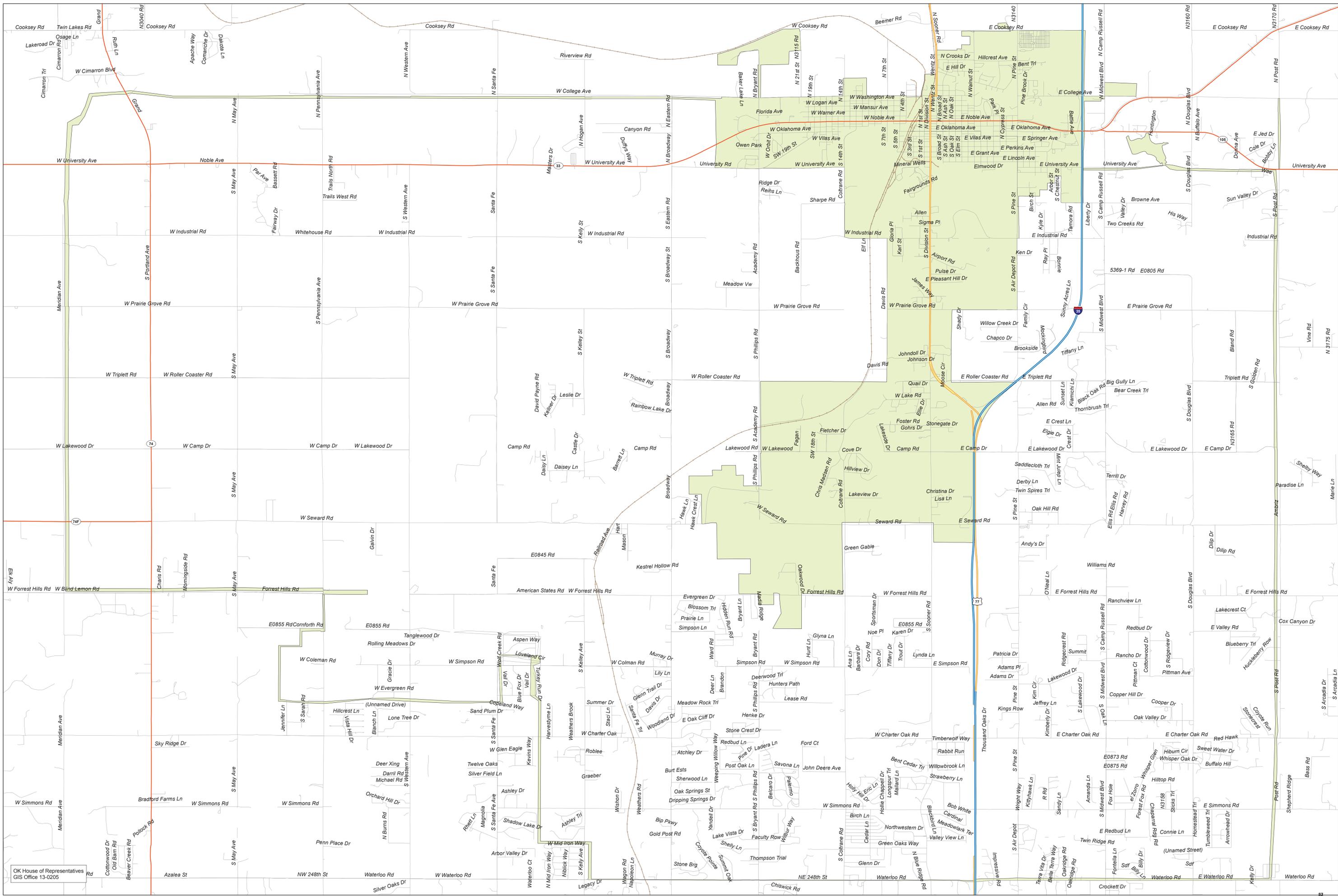
Supporting documents attached:

- Guthrie Map
Ordinance 3241

Recommendation

Approve Ordinance 3241

Action Needed [] Public Hearing [x] Motion [] 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.

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.

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

Meeting

X City Council
GPWA
Other:

Date of Meeting

February 18, 2014

Contact

Maxine Pruitt
Municipal Service Director
for the 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 10th day of each month. That penalty will continue to increase \$25 for every 7 days the occupant is past due.

Funding Expected X Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number 01-00-00-5466 Amount \$1,200
Legal Review N/A X Required Completed Date: 1-16-2014

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 X 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 10th 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 alterations 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

X City Council
GPWA
Other:

Date of Meeting

February 18, 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 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

**City Council Training Budget
FY 2006 through FY 2013**

Fiscal Year	Budget	Balance			Spent	
2006	\$500	\$110	11/29/2005	OML	OML Conference for Newly Elected Officials	\$ 170
			1/30/2006	EVELYN NEPHEW	Reimbursement for Mileage/Meals to ACOG - E. Nephew	\$ 65
			7/12/2006	OML	Budget Workshop - Evelyn Nephew	\$ 85
			7/12/2006	EVELYN NEPHEW	Reimbursement for Mileage/Meals to Budget Workshop - E. Nephew	\$ 71
2007	\$850	\$850		None Used	\$ -	
2008	\$3,000	\$2,750	9/25/2008	OML	E. Nephew - Half Day Wed & Half Day Thurs/OML Conf. Reg.	\$ 175
			9/26/2008	EVELYN NEPHEW	Evelyn Nephew Attendance of OML Conference Parking & Mileage	\$ 75
						\$ 250
2009	\$1,000	\$450	1/28/2009	OML	Annual Budget Process Workshop - January 16, 2009 (Evelyn Nephew)	\$ 85
			2/24/2009	OML	OML Beautification Workshop (Evelyn Nephew)	\$ 30
			4/29/2009	EVELYN NEPHEW	Mileage Reimbursement for OML Beautification Workshop - approved 4/21/09 by Council	\$ 35
			5/13/2009	GUTHRIE CHAMBER	Chamber Banquet	\$ 400
						\$ 550
2010	\$1,000	\$445	10/28/2009	JOHN WOOD	Reimbursement for OML Water Summit Workshop - (Approved 10/6/2009 at City Council)	\$ 85
			12/30/2009	OML	Practical Guide to Everyday Municipal Problems - approved 11/17/09 by Council)	\$ 85
			3/10/2010	OML	OML Workshop - Retail Summit Registration - approved by Council 1/19/11	\$ 85
			3/10/2010	OML	OML Workshop - Budget Workshop Registration - approved by Council 1/5/11	\$ 85
			9/13/2010	OML	OML Conference & Exposition Registration and City Managers Breakfast	\$ 215
			\$ 555			

**City Council Training Budget
FY 2006 through FY 2013**

Fiscal Year	Budget	Balance		Spent	
2011	\$500	\$186			
			12/13/2010 OML	OML District Meeting - Trey Ayers and Chuck Burtcher - Nov. 18 at 6pm / Cattleman's	\$ 60
			8/18/2011 CREDIT CARD	Registration for Mayor's Retreat - OML Conf #60139604	\$ 254
				<u>\$ 314</u>	
2012	\$815	\$0			
			4/24/2012 BANK OF AMERICA	OK MUNICIPAL LEAGUE - Conf 2011 OK MUNICIPAL LEAGUE	\$ 680
			6/29/2012 BANK OF AMERICA	S. Mueller Institute for Newly Elected Officials	\$ 85
			7/16/2012 BANK OF AMERICA	MCO Mayors Summer Conference OK MUNICIPAL LEAGUE	\$ 50
				<u>\$ 815</u>	
2013	\$1,000	\$309	(YTD)		
			11/5/2012 BANK OF AMERICA	OML Annual Conference - Coffin, Wood, Burtcher	\$ 650
			1/25/2013 Patty Hazlewood	RW#1 Court Case - Mileage Reimbursement 1/4/13	\$ 41
				<u>\$ 691</u>	

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	
TOTAL												1,915	560

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

City of Guthrie
A/P Claims List
 from 1/30/2014 to 1/30/2014

Invoice #	Vendor	Description	Account	Cost
03-784	MESO(126)	Drug Testing Service for Second Half of 2013	01-01-00-6031	\$905.25
FEB2014	O.M.A.G.(21303)	BUILDING & PROPERTY INSURANCE - Gen	01-01-00-6326	\$3,470.30
FEB2014	O.M.A.G.(21302)	Workers' Compensation - General	01-01-00-6326	\$12,383.71
FEB2014	O.M.A.G.(425)	Liability/Auto - General	01-01-00-6326	\$4,108.97
7906	CRAWFORD & ASSOCIATES,P.C.	Professional Services - Accounting and Cons	01-01-00-6330	\$2,736.25
2034784	SID BROWN 22983	Alternate Judge for 1 1/2 hours	01-01-00-6373	\$187.50
		Total		\$23,791.98
		Total GENERAL GOVERNMENT		\$23,791.98
20131141.	C.O.P.S. PRODUCTS, L.L.C. 2262	Uniforms for New Hires	01-07-70-6114	\$563.21
		Total POLICE ADMINISTRATION		\$563.21
		Total POLICE		\$563.21
		Total GENERAL FUND		\$24,355.19
1517054 - 3/201	SUNTRUST EQUIPMENT FINANC	Lease-Purchase of 2013 Dodge Ambulance	09-09-92-6709	\$8,292.06
		Total EMS		\$8,292.06
		Total FIRE		\$8,292.06
		Total FIRE/EMS FUND		\$8,292.06
FEB2014	O.M.A.G.(21303)	BUILDING & PROPERTY INSURANCE - GP	20-21-00-6326	\$3,470.30
FEB2014	O.M.A.G.(21302)	Workers' Compensation - GPWA	20-21-00-6326	\$12,383.71
FEB2014	O.M.A.G.(425)	Liability/Auto - GPWA	20-21-00-6326	\$4,108.97
5079073	BANK OF OKLAHOMA(38)	OKC Waterline Fund anf GPWA 77,78 Defes	20-21-00-6373	\$2,500.00
5079073	BANK OF OKLAHOMA(38)	OKC Waterline Fund anf GPWA 77,78 Defes	20-21-00-6373	\$1,000.00
2025167	MYERS ENGINEERING CORPOR	Restoration of Cottonwood Creek Dam	20-21-00-6373	\$3,500.00
		Total		\$26,962.98
		Total PUBLIC WORKS GENERAL		\$26,962.98
000767	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$9.60
000770	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$5.40
000773	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$8.40
000776	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$3.60
000778	GHM ENTERPRISES (1097)	Blanket for Laundry Service	20-24-00-6016	\$7.20
		Total		\$34.20
		Total WASTE WATER TREATMENT PLANT		\$34.20
5676	RED DIRT CONSTRUCTION, LLC.	Bore on 33 - K Ruggs	20-27-00-6119	\$6,160.00
		Total		\$6,160.00
		Total LINE MAINTENANCE		\$6,160.00
		Total GPWA OPERATING FUND		\$33,157.18
FEB2014	BANCFIRST 23025		54-55-23-6714	\$24,449.50
		Total PURCHASING/ACCOUNTS PAYABLE		\$24,449.50
		Total INFRASTRUCTURE		\$24,449.50
FEB2014	OKLAHOMA STATE BANK (22069	10 Wheel Dump Truck Loan	54-56-12-6708	\$2,031.00
FEB2014	COMMUNITY STATE BANK 2287	Warren Cat Equipment - Front Loader Loan	54-56-12-6718	\$2,687.82
		Total STREET DEPARTMENT		\$4,718.82

City of Guthrie
A/P Claims List
 from 1/30/2014 to 1/30/2014

Invoice #	Vendor	Description	Account	Cost
		Total VEHICLES & EQUIPMENT		\$4,718.82
		Total CAPITAL PROJECTS		\$29,168.32
02-024170-023 R	MISCELLANEOUS		71-00-00-5555	\$20.63
03-031000-002 R	MISCELLANEOUS		71-00-00-5555	\$526.24
06-060550-009 R	MISCELLANEOUS		71-00-00-5555	\$88.39
06-061943-025 R	MISCELLANEOUS		71-00-00-5555	\$18.39
12-121740-007 R	MISCELLANEOUS		71-00-00-5555	\$19.26
		Total		\$672.91
		Total		\$672.91
		Total UTILITY DEPOSIT FUND		\$672.91
FEB2014	O.M.A.G.(21303)	BUILDING & PROPERTY INSURANCE - Airp	98-98-00-6329	\$307.07
FEB2014	O.M.A.G.(21302)	Workers' Compensation	98-98-00-6329	\$429.80
FEB2014	O.M.A.G.(425)	Liability/Auto - Airport/GERA	98-98-00-6329	\$52.55
		Total		\$789.42
		Total AIRPORT FUND		\$789.42
		Total AIRPORT FUND		\$789.42
		Total All Funds		\$96,435.08

City of Guthrie
A/P Claims List
 from 2/6/2014 to 2/6/2014

Invoice #	Vendor	Description	Account	Cost
JAN2014..	C.L.E.E.T. (125)	Municipal Court Collection for CLEET Assess	01-00-00-2012	\$607.40
JAN2014	O.S.B.I. (820)	Municipal Court Collection AFIS And Forensic	01-00-00-2012	\$645.00
JAN2014	OKLAHOMA UNIFORM BLDG CO	Permit Fee Collections	01-00-00-2013	\$112.00
		Total		\$1,364.40
		Total		\$1,364.40
2122	NEW HORIZONS 22959	Cleaning for Library Janitorial Contract	01-01-00-6112	\$190.00
2124D	NEW HORIZONS 22959	Cleaning for Library Janitorial Contract	01-01-00-6112	\$190.00
FEB2014	AT&T LONG DISTANCE (21268)	AT&T Monthly Long Distance Phone Bill - Ge	01-01-00-6301	\$24.39
JAN2014	CITY OF EDMOND (21508)	IT Support with City of Edmond	01-01-00-6373	\$1,106.86
		Total		\$1,511.25
		Total GENERAL GOVERNMENT		\$1,511.25
2034788	OK MUNICIPAL CLRKS TREASUR	Membership Dues for 2014 - Kim Biggs	01-03-30-6048	\$30.00
		Total FINANCE		\$30.00
		Total FINANCE		\$30.00
OCT THROUGH	LOGAN COMMUNITY SERVICES,	Community Services	01-07-70-6345	\$500.00
		Total POLICE ADMINISTRATION		\$500.00
2034774	RYAN'S REMODELING 23050	Installation of Cabinets in Animal Shelter	01-07-72-6112	\$1,105.00
		Total ANIMAL CONTROL		\$1,105.00
		Total POLICE		\$1,605.00
FEB2014	RURAL WATER DISTRICT #1(206	Water for 6512 S Coltrane, Mitchal Park, RV	01-15-11-6112	\$94.30
		Total PARKS		\$94.30
		Total PARKS & PUBLIC GROUNDS		\$94.30
		Total GENERAL FUND		\$4,604.95
2034789	CHARLES BOYETT (23052)	Intermedix Refund Request, Patient: Carolyn	09-00-00-5435	\$77.03
		Total		\$77.03
		Total		\$77.03
		Total FIRE/EMS FUND		\$77.03
FEB2014	AT&T LONG DISTANCE (21268)	AT&T Monthly Long Distance Phone Bill - GP	20-21-00-6301	\$24.40
3951	FORMS PLUS (185)	Second Notices	20-21-00-6308	\$450.00
JAN2014	DHH DISPOSAL 22381	Contracted Trash Service	20-21-00-6348	\$192.50
		Total		\$666.90
		Total PUBLIC WORKS GENERAL		\$666.90
98814	SOUTHWEST CHEMICAL (20977)	Chemicals	20-23-00-6104	\$774.50
2034785	OKLA WATER RESOURCES BOA	Annual Fees for Water Right Permits Surface	20-23-00-6303	\$125.00
2034785	OKLA WATER RESOURCES BOA	Annual Fees for Water Right Permits Ground	20-23-00-6303	\$150.00
		Total		\$1,049.50
		Total WATER PLANT		\$1,049.50
		Total GPWA OPERATING FUND		\$1,716.40
2034786	HARBOUR WINN 22872	Presenter Honorium - Mileage for LTAIO Pro	30-30-06-6541	\$185.82
		Total LIBRARY		\$185.82

City of Guthrie
A/P Claims List
 from 2/6/2014 to 2/6/2014

Invoice #	Vendor	Description	Account	Cost
		Total GRANTS		\$185.82
		Total GRANTS FUND		\$185.82
2025191	MYERS ENGINEERING CORPOR	Coyle Water Line Extention	54-55-27-6373	\$1,022.61
		Total LINE MAINTENANCE		\$1,022.61
		Total INFRASTRUCTURE		\$1,022.61
		Total CAPITAL PROJECTS		\$1,022.61
FEB2014	OKLAHOMA DEPARTMENT OF C	Spirit Wing Loan	99-99-00-6702	\$1,041.67
		Total		\$1,041.67
		Total GUTHRIE INDUSTRIAL DEVLEOPMENT		\$1,041.67
		Total GUTHRIE INDUSTRIAL DEVELOPMENT		\$1,041.67
		Total All Funds		\$8,648.48

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
		Total		\$25.00
		Total		\$25.00
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
		Total		\$14,101.24
		Total GENERAL GOVERNMENT		\$14,101.24
		Total GENERAL FUND		\$14,126.24
1336740	WASTE CONNECTIONS, INC		20-00-00-5466	(\$250.00)
		Total		(\$250.00)
		Total		(\$250.00)
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
		Total		\$82,490.20
		Total PUBLIC WORKS GENERAL		\$82,490.20
2034686	MAXINE PRUITT (1915)	Mileage 2013-2014	20-22-00-6047	\$145.38
		Total		\$145.38
		Total PUBLIC WORKS ADMINISTRATION		\$145.38
98723	SOUTHWEST CHEMICAL (20977)	Chemicals	20-23-00-6104	\$1,449.50
		Total		\$1,449.50
		Total WATER PLANT		\$1,449.50
		Total GPWA OPERATING FUND		\$83,835.08
2037442	KRISTINE KUTAY 22918	Mileage Reimbursement for Professional	30-30-06-6541	\$185.90
		Total LIBRARY		\$185.90
		Total GRANTS		\$185.90
		Total GRANTS FUND		\$185.90
OCT-DEC 2013	GUTHRIE CHAMBER OF	Guthrie Chamber	45-45-00-6367	\$34,448.40
		Total		\$34,448.40
		Total HOTEL/MOTEL-TOURISM		\$34,448.40
		Total HOTEL/MOTEL TAX FUND		\$34,448.40
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
		Total POLICE DEPARTMENT		\$17,973.98
		Total VEHICLES & EQUIPMENT		\$17,973.98
		Total CAPITAL PROJECTS		\$17,973.98
10-101860-004	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$12.18
		Total		\$12.18

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
		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
		Total		\$13,973.96
		Total GENERAL GOVERNMENT		\$13,973.96
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
		Total CITY MANAGER		\$44.10
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
		Total HUMAN RESOURCES		\$236.98
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
		Total BUILDING SERVICES		\$2.97
		Total ADMINISTRATION		\$284.05
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
		Total FINANCE		\$134.43
		Total FINANCE		\$134.43
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
		Total COMMUNITY DEVELOPMENT		\$205.14
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
		Total CODE COMPLIANCE		\$8.70
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
		Total ECONOMIC DEVELOPMENT		\$643.02
		Total PLANNING		\$856.86
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
		Total LIBRARY		\$7,604.17
		Total LIBRARY		\$7,604.17
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
		Total POLICE ADMINISTRATION		\$8,585.02
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
		Total POLICE OPERATIONS		\$240.10
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
DEC.2013	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
DEC.2013	BANK OF AMERICA 22774	MEDICAL AND VET	01-07-72-6133	\$152.50
		Total ANIMAL CONTROL		\$2,601.51
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
		Total CRIMINAL INVESTIGATIONS		\$0.00
DEC.2013	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-78-6114	\$0.00
		Total LAKE ENFORCEMENT		\$0.00
		Total POLICE		\$11,426.63
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
		Total		\$13,659.56
		Total STREET		\$13,659.56
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

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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
		Total		\$381.34
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
		Total FLEET MAINTENANCE		\$404.86
		Total FLEET MAINTENANCE		\$786.20
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
		Total PARKS		\$1,538.45
		Total PARKS & PUBLIC GROUNDS		\$1,538.45
		Total GENERAL FUND		\$50,264.31
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
		Total SUPPRESSION		\$13,563.05
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

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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
		Total EMS		\$9,930.08
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
		Total PREVENTION		\$207.66
		Total FIRE		\$23,700.79
		Total FIRE/EMS FUND		\$23,700.79
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
		Total		\$23,736.91
		Total PUBLIC WORKS GENERAL		\$23,736.91
DEC.2013	BANK OF AMERICA 22774	Professional Development (GPWA Admin)	20-22-00-6048	\$0.00
		Total		\$0.00
		Total PUBLIC WORKS ADMINISTRATION		\$0.00
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

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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
		Total		\$4,555.97
		Total WATER PLANT		\$4,555.97
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
		Total		\$3,878.71
		Total WASTE WATER TREATMENT PLANT		\$3,878.71
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
		Total		\$538.73
		Total CONVENIENCE CENTER		\$538.73
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

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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
		Total		\$10,904.45
		Total LINE MAINTENANCE		\$10,904.45
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
		Total		\$0.00
		Total MUNICIPAL POOL		\$0.00
		Total GPWA OPERATING FUND		\$43,614.77
DEC.2013	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$0.00
		Total LIBRARY		\$0.00
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
		Total POLICE DEPARTMENT		\$0.00
		Total GRANTS		\$0.00
		Total GRANTS FUND		\$0.00
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
		Total		\$0.00
		Total HOTEL/MOTEL-TOURISM		\$0.00
		Total HOTEL/MOTEL TAX FUND		\$0.00
DEC.2013	BANK OF AMERICA 22774	All Copier Lease	54-54-02-6705	\$2,146.48
		Total ADMINISTRATION		\$2,146.48
DEC.2013	BANK OF AMERICA 22774	E911	54-54-07-6514	\$0.00
		Total POLICE DEPARTMENT		\$0.00
		Total FACILITIES		\$2,146.48
		Total CAPITAL PROJECTS		\$2,146.48
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
		Total		\$110,180.00
		Total INFRASTRUCTURE		\$110,180.00
		Total CMOM Fee		\$110,180.00
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
		Total		\$0.00
		Total CEMETERY CARE		\$0.00

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Total CEMETERY CARE FUND				\$0.00
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
Total				\$595.31
Total AIRPORT FUND				\$595.31
Total AIRPORT FUND				\$595.31
Total All Funds				\$230,501.66