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

**Mayor Mark Spradlin**

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

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

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**SPECIAL CITY COUNCIL MEETING WORKSHOP**

City Hall – 101 North Second Street, Guthrie, Oklahoma

**Third Floor Conference Room**

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

**AGENDA**

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

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

1. Public Comments
2. Water Summit report from Vice Mayor John Wood
3. Discussion regarding requirements for boards and commissions
4. Discussion regarding vacant buildings
5. Discussion regarding agenda items
6. Request for future items of discussion
7. Adjourn



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

**Mayor Mark Spradlin**

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

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

**GUTHRIE PUBLIC WORKS AUTHORITY MEETING**

101 North Second Street

Tuesday, March 4, 2014 at 7:00pm

1. Call to Order
2. Community Announcements and Recognitions
  - A. Recognition of Winter 2014 Citizens Government Academy attendees
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 February 18, 2014 ..... 1
4. Adjourn

**CITY COUNCIL MEETING**

62<sup>nd</sup> City Council

101 North Second Street

Tuesday, March 4, 2014, 7:00pm

1. Call to Order
2. Consent Agenda
 

*All matters listed will be enacted by one motion unless a request is made for discussion by any councilmember or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.*

  - A. Consider approval of minutes of the City Council Workshop Meeting held February 18, 2014 3
  - B. Consider approval of minutes of the Regular City Council Meeting held on February 18, 2014 5
  - C. Consider approval of a lease-purchase of thirty (30) desktop computers, laptops, and monitors to be purchased under the Oklahoma Statewide Contract and approval of financing the lease-purchase with Dell Financial Services at an interest rate of 1.75% for three years in the amount of \$29,352.21 with the non-appropriation clause as required by Oklahoma State Statutes. .... 9
3. Discussion and possible action to approve soliciting requests for proposals from interested and qualified firms for Architectural Design and Build Services for Downtown Improvement Project.12
4. Discussion and possible action to approve Resolution No. 2014-02 amending the Airport Hangar Structure Permit Fees, Lake Fees, Mineral Wells Park Pavilion Rental Fees and Highland Hall Rental Fees as recommended by the Citizens Rate and Fee Advisory Committee..... 32
5. City Manager’s Report
6. Requests/comments from members of the City Council

7. Consider 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 communication between City Council and its Attorney concerning a pending investigation or claim (Total Investment and Surety Company).
  - B. 307(B)(4) for the purpose of discussing confidential communication between City Council and its Attorney concerning a pending investigation or claim (Leon Spitz).
  - C. 307(B)(4) for the purpose of discussing confidential communication between City Council and its Attorney concerning a pending investigation or claim (Larry Ladd).
  - D. 307(B)(4) for the purpose of discussing confidential communication between City Council and its Attorney concerning a pending investigation or claim (Logan County Rural Water District #1).
8. Consider action regarding Total Investment and Surety Company.
9. Consider action regarding Leon Spitz.
10. Consider action regarding Larry Ladd.
11. Consider action regarding Logan County Rural Water District #1.
12. Adjourn

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

February 18, 2014

The regular meeting of the Guthrie Public Works Authority was posted on Friday, February 14, 2014, before 5:00 p.m. and held February 18, 2014, in the Guthrie City Hall Council Chambers.

Pledge of Allegiance was led by Chairman Mark Spradlin.

Chairman Mark Spradlin called the meeting to order at 7:02 p.m.

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

Members Absent: None

Staff Present:	Sereniah Breland	Randel Shadid	Wanda Calvert
	Maxine Pruitt	Aaron Ryburn	Jim Ahlgren
	Rene Spineto	Kim Biggs	Kevin Dixon, Jr.

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

**Community Announcements and Public Recognition.** None.

**Consent Agenda.** Motion by Trustee Wood, 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 21, 2014.
- B. Consider approval of minutes from the February 4, 2014 Regular Guthrie Public Works Authority Meeting.
- 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.

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

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

Chairman Spradlin declared the motion carried unanimously.

**Adjourn.** There being no further business for the Guthrie Public Works Authority Trustees, Chairman Spradlin declared the meeting adjourned at 7:03 p.m.

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Wanda Calvert, City Clerk

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Mark Spradlin, Chairman

MINUTES

CITY COUNCIL MEETING

Council Workshop

February 18, 2014

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Thursday, February 13, 2014, before 5:00 p.m. and held February 18, 2014, in the Guthrie City Hall Third Floor Conference Room.

Mayor Mark Spradlin called the meeting to order at 6:00 p.m.

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

Members Absent: None

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

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

**Public Comments.** None.

**Territorial Square Dancers Lease Property.** City Manager Breland updated the City Council on the damages to the building rented to the Territorial Square Squares Dance Club.

**Waste Water and Line Maintenance Department Annual Update.** Municipal Services Director Maxine Pruitt gave the City Council an update on the duties and activities performed in calendar year 2013 for the Wastewater Treatment Plant and the Line Maintenance Department.

**Discussion regarding agenda items:**

**Ordinance No. 3241 regarding City Limits and the 50' Wide Strip.** City Council was informed that 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.

**Five Consumer Price Index (CPI) Amendments to Hangar Ground Leases at Guthrie-Edmond Regional Airport.**

- Hangar Ground Lease No. 10 - Excelsior Properties
- Hangar Ground Lease No. 12 – H. G. Adams
- Hangar Ground Lease No. 16 – Alpine Aviation
- Hangar Ground Lease No. 16A – 16A LLC
- Hangar Ground Lease No. 27 – Kent Officer

**Request for future items of discussion.**

- Vacant Building Issue

**Adjournment.** There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 6:38 p.m.

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Wanda Calvert, City Clerk

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Mark Spradlin, Mayor

MINUTES

CITY COUNCIL MEETING

February 18, 2014

The regular meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, February 14, 2014 before 5:00 p.m. and held February 18, 2014 in the Guthrie City Hall Council Chambers.

Mayor Mark Spradlin called the meeting to order at 7:04 p.m.

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

Members Absent: None

Staff Present:	Sereniah Breland	Randel Shadid	Wanda Calvert
	Maxine Pruitt	Aaron Ryburn	Jim Ahlgren
	Rene Spineto	Kim Biggs	Kevin Dixon, Jr.

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

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

- A. Consider approval of the minutes of the Special City Council Workshop Meeting held on January 21, 2014.
- B. Consider approval of the minutes of the Regular City Council Meeting held on January 21, 2014.
- C. Consider approval of minutes from the February 4, 2014 City Council Workshop Meeting.
- D. Consider approval of minutes from the February 4, 2014 Regular City Council Meeting.
- E. Consider approval of minutes of Special City Council Finance Committee Meeting held on January 28, 2014.
- F. Consider approval of the Consumer Price Index (CPI) Amendment to Hangar Ground Lease No. 10, Excelsior Properties.

- G. Consider approval of the Consumer Price Index (CPI) Amendment to Hangar Ground Lease No. 12, H. G. Adams.
- H. Consider approval of the Consumer Price Index (CPI) Amendment to Hangar Ground Lease No. 16, Alpine Aviation.
- I. Consider approval of the Consumer Price Index (CPI) Amendment to Hangar Ground Lease No. 16, 16A LLC.
- J. Consider approval of the Consumer Price Index (CPI) Amendment to Hangar Ground lease No. 27, Kent Officer.
- 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 80 x 100 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 1, 2014, whichever comes first.
- 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.

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

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

Mayor Spradlin declared the motion carried unanimously.

**Ordinance No. 3241.** Motion by Vice Mayor Wood, seconded by Councilmember Taylor, moved approval of Ordinance No. 3241, de-annexing area described generally as the 50 foot strip more or less on east, south and west sides of City of Guthrie. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Spradlin declared the motion carried unanimously.

**Highland Park House Occupancy Agreement.** Motion by Councilmember Taylor, seconded by Councilmember Padgett, moved 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. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Spradlin declared the motion carried unanimously.

Vice Mayor Wood left the Council Chambers.

**Vice Mayor's request to attend Water/Environmental Summit.** Motion by Councilmember Coffin, seconded by Councilmember Taylor, moved approval of Vice Mayor's request to attend the Oklahoma Municipal League Water/Environmental Summit at Rose State College in Midwest City, Oklahoma on Friday, February 21, 2014, for the City to pay the registration fee in the amount of \$85 and for Vice Mayor Wood to give a report at the next regular Workshop Meeting regarding the Summit. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Spradlin declared the motion carried unanimously.

Vice Mayor Wood returned to the Council Chambers.

**City Manager's Report.** Informed the Oklahoma Department of Environmental Quality is holding a ceremony to officially acknowledge the cleanup completion of the Guthrie National Guard Armory on Friday, February 28, 2014; expressed a "Thank You" to the Guthrie Fire Department on the great job during the recent fires and to the Street Department on the removal of snow and ice on City streets; and informed of a press release regarding the City's water.

**Requests/comments from members of the City Council.** Expressed a "Thank You" to the Guthrie Police Department on the great job during the recent incident in a neighborhood; expressed a "Thank You" to Municipal Services Director Maxine Pruitt on tonight's presentation, it was very informative; reminded and encouraged the community to attend the Guthrie Public Library book discussion sessions; updated the community on Guthrie Public School and St. Mary's School activities; and informed the community of events happening in Guthrie.

**Executive Session.** Motion by Councilmember Taylor, seconded by Councilmember Padgett, moved 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).

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

Aye: Spradlin, Wood, Ayers, Taylor, Thomas, Coffin, Padgett

Nay: None

Mayor Spradlin declared the motion carried unanimously at 7:17 p.m. Attending Executive Session were Mayor Spradlin, Vice Mayor Wood, Councilmembers Ayers, Taylor, Thomas, Coffin and Padgett, City Manager Breland, City Attorney Shadid and City Clerk/Treasurer Calvert.

**Reconvene.** Mayor Spradlin reconvened the Guthrie City Council Meeting at 7:58 p.m. and stated no action was taken in Executive Session.

**Consideration of action regarding City Clerk/City Treasurer.** No action was taken.

**Adjourn.** There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 7:59 p.m.

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Wanda Calvert, City Clerk

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Mark Spradlin, Mayor



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

March 4, 2014

Contact

Kim Biggs
Purchasing Agent

Agenda Item

Consider approval of a lease-purchase of thirty (30) desktop computers, laptops, and monitors to be purchased under the Oklahoma Statewide Contract and approval of financing the lease-purchase with Dell Financial Services at an interest rate of 1.75% for three years in the amount of \$29,352.21 with the non-appropriation clause as required by Oklahoma State Statutes.

Summary

The City currently maintains approximately 75 computers. Our current fleet ranges between 8 and 10 years of age. Due to previous budget constraints, the replacement of individual computers was put on hold or only replaced when no longer working. In an effort to establish a rotating schedule and replace as many computers as possible at a reasonable cost, Dell's Government Leasing Program offers the best value and accomplishes both quantity and quality. The lease-purchase agreement will allow us to maintain a six (6) year rotating schedule by purchasing every (3) years with a \$1.00 buyout at the end of each lease. The yearly lease payment is \$9,784.07.

Funding Expected Revenue X Expenditure N/A
Budgeted X Yes No N/A
Account Number 54-54-00-6706 Amount \$9,784.07 per year
Legal Review X N/A Required Completed Date:

Supporting documents attached

Quote from Dell Financial Services

Recommendation

Approval of the lease-purchase of thirty (30) desktop computers, laptops, and monitors to be purchased under the Oklahoma Statewide Contract and approval of financing the lease-purchase with Dell Financial Services at an interest rate of 1.75% for three years in the amount of \$29,352.21 with the non-appropriation clause as required by Oklahoma State Statutes.

Action Needed Public Hearing X Motion Emergency Clause



Prepared For:

**CITY OF GUTHRIE**

Kim Biggs  
[kbiggs@cityofguthrie.com](mailto:kbiggs@cityofguthrie.com)

**February 21, 2014**

Thank you for giving Dell Financial Services L.L.C. ("DFS") the opportunity to provide a technology financing solution. Enclosed is a financing proposal for your new technology needs. We look forward to discussing this opportunity in further detail with you. If you have any questions, please contact me at the phone number or email address below.

<b>Term</b>	<b>36</b>
<b>Option</b>	<b>TELP</b>
Payments:	Annual
Consolidation:	Monthly
Payments Due:	Advance
Interim Rent:	None

Dell Quote Number	Summary Product Description	Product Price	Quantity	Extended Price	Rate Factor	3 Payments
676055236	OptiPlex 3020	\$850.21	27	\$22,955.67	0.33918	\$7,786.10
676069182	Latitude 15 5000 Series	\$1,110.77	3	\$3,332.31	0.33918	\$1,130.25
675166080	Dell 19 Monitor	\$196.79	13	\$2,558.27	0.33918	\$867.71
<b>TOTALS</b>				<b>\$28,846.25</b>		<b>\$9,784.07</b>

**Proposal Expiration Date:**  
**March 23, 2014**

**PLEASE NOTE:**

**Personal Property Taxes (PPT) do not apply to this lease.**

Leasing and financing provided by Dell Financial Services L.L.C. or its affiliate or designee ("DFS") to qualified customers. Offers may not be available or may vary in certain countries. Where available, offers may be changed without notice and are subject to product availability, credit approval, execution of documentation provided by and acceptable to DFS, and may be subject to minimum transaction size. Offers not available for personal, family or household use. Dell and the Dell logo are trademarks of Dell Inc. Proposal is property of DFS, contains confidential information and shall not be duplicated or disclosed in whole or part. Proposal is not a firm offer of financing. Pricing and rates based upon the final amount, configuration and specification of the supplied equipment, software, services or fees. Prorata payment may be due in the first payment cycle. Proposal excludes additional costs to customer such as shipping, maintenance, filing fees, applicable taxes, insurance and similar items. Proposal valid through the expiration date shown above, or if none is specified, for 30 calendar days from date of presentation.

**End of Term Options:**

**Tax Exempt Lease Purchase (TELP):**

- Exercise the option to purchase the products for \$1.00.
- Return all products to lessor at the lessee's expense.

**Tiffany Collins**  
 Financial Solutions Representative  
 Dell | Financial Services  
 office + 1 512 723-7225  
[Tiffany\\_Collins@Dell.com](mailto:Tiffany_Collins@Dell.com)



Prepared For:

**CITY OF GUTHRIE**

Kim Biggs

[kbiggs@cityofguthrie.com](mailto:kbiggs@cityofguthrie.com)

February 21, 2014

**Additional Information:**

**LEASE QUOTE:** The Lease Quote is exclusive of shipping costs, maintenance fees, filing fees, licensing fees, property or use taxes, insurance premiums and similar items which shall be for Lessee's account. Lessee will pay payments and all other amounts without set-off, abatement or reduction for any reason whatsoever. Additionally, Lessee shall declare and pay all sales, use and personal property taxes to the appropriate taxing authorities. **If you are sales tax exempt, please provide a copy of your Exemption Certificate with the Lease Contract.** If Lessee provides the appropriate tax exemption certificates to DFS, sales and use taxes will not be collected by DFS. However, if your taxing authority assesses a **personal property tax** on leased equipment, and if DFS pays that tax under your lease structure, Lessee must reimburse DFS for that tax expense in connection with the Lessee's lease.

**PURCHASE ORDER:** The Purchase Order must be made out to Dell Financial Services L.L.C., One Dell Way, RR8-23, Round Rock, TX 78682. The Purchase Order will need to include the quote number, quantity and description of the equipment. Please be sure to indicate that the PO is for a lease order and shows the type of lease, the term length, and payment frequency. The date of the lease quote referenced should be included. Please be sure to include any applicable shipping costs as a line item and include your address as the SHIP TO destination.

**INSURANCE:** The risk of loss on the equipment is borne solely by the Lessee. Lessee shall be required to purchase and maintain during the Term (i) comprehensive public liability insurance naming Lessor as additional insured; and (ii) "all-risk" physical damage insurance in a minimum amount of the Purchase Price, naming DFS as first loss payee.

**APPROPRIATION COVENANT:** The Lease will contain an appropriation of funds clause. The Lessee will covenant that it shall do all things legally within its power to obtain and maintain funds from which the payments may be paid.

**DOCUMENTATION:** In addition to a duly executed Agreement, other documents as reasonably requested by DFS may be required, such as but not limited to, opinions of counsel, IRS tax exemption forms (if applicable), and audited financials.

**PROPOSAL VALIDITY / APPROVALS:** This is a proposal based upon market conditions and is valid for 30 days, is subject to final credit approval, review of the economics of the transaction, and execution of mutually acceptable documentation.



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

March 4, 2014

Contact

Kim Biggs,
Purchasing Agent

Agenda Item

Discussion and possible action to approve soliciting requests for proposals from interested and qualified firms for Architectural Design and Build Services for Downtown Improvement Project soliciting request for proposals from interested and qualified firms for Architectural Design and Build Services for Downtown Improvement Project.

Summary

The project includes the design and construction of a downtown placemaking experience, a template for curb extensions at major and minor intersections in the Guthrie Central Business District, and an urban tree planting scheme for the downtown area (which could be installed at a later date). More specifically, the area chosen for the outdoor space would be within the closed-off portion of 1st Street between Oklahoma Avenue and Harrison Avenue and will include shade, seating, trash receptacles, space for outdoor performances, outdoor movies, Joseph Foucart Memorial display, and water feature. The project also includes the design of curb extensions at Division and Oklahoma, Division and Harrison, 2nd and Oklahoma, 2nd and Division. The extensions will include storm water management features, landscape plan, and outdoor seating. Drawings will also be presented to the appropriate City Commissions.

Sales tax revenue generated from the Gentlemen of the Road concert was budgeted for downtown beatification projects.

Funding Expected Revenue X Expenditure N/A
Budgeted X Yes No N/A
Account Number 01-01-00-6576 Amount \$171,861.00 (FY14 Budget)
Legal Review X N/A Required Completed Date:

Supporting documents attached

- RFP No. 2014-02

Recommendation

Approve to solicit proposals for Architectural Design and Build Services for Downtown Improvement Project.

Action Needed Public Hearing X Motion Emergency Clause



Complete RFP Package

RFP No. 2014-02

**Architectural Design and Build Services for  
Downtown Improvement Project**

RFP Due Date/Time:

March 28, 2014

By 5:00 p.m.

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

## NOTICE TO BIDDERS

The City of Guthrie request proposals for: RFP 2014-02, Architectural Design and Build Services for Downtown Improvement Project.

To receive or view specifications, contact:

Kim Biggs  
101 N. 2<sup>nd</sup> Street  
Guthrie, OK 72444  
Phone: (405) 282-0495  
Email: [kbiggs@cityofguthrie.com](mailto:kbiggs@cityofguthrie.com)

The City of Guthrie reserves the right to reject any and all proposals when such rejection is in the best interests of the City. Proposals must be submitted on the forms provided in the bid documents for response to be considered. Please submit the RFP to one of the following:

Mailing Address: City of Guthrie  
City Clerk's Office – ATTN: RFP Package  
P.O. Box 908  
Guthrie, OK 72444

Hand or Special Delivery: City of Guthrie  
Att: Kim Biggs  
101 N. 2<sup>nd</sup> Street  
Guthrie, OK 72444

State on the outside bottom left-hand corner of the bid envelope the following:

RFP No. 2014-02, Architectural Design/Build Services for Downtown Improvement Project
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**DUE DATE:** Proposals must be received on or before 5:00 p.m. on March 28, 2014 to be considered. Proposals received more than ninety-six (96) hours, excluding Saturdays, Sundays and holidays before the time set for opening of proposals, as well as proposals received after the time set for opening, will not be considered and will be returned unopened.

**EVALUATION/AWARD:** All proposals will be evaluated by staff immediately after due date. During this time interviews will take place at our office with our evaluation team on April 7, 8, 9, and 10. The City of Guthrie reserves the right to reject any and all proposals. The successful bidder will be notified in writing.

**BID BOND:** A cashier's check, a certified check, or a surety bond in the amount of five percent (5%) of the proposal shall accompany the sealed proposal of each bidder. The deposit will be retained by the Owner as, and for, liquidated damages in case the successful bidder fails to enter in said contract and furnish the required bonds provided for in the specifications within the time required. Deposit of the unsuccessful bidders will be returned upon the execution of the Contract and required bonds.

**PAYMENT:** Payment will be made with the regular accounts-payable claims when merchandise has been satisfactorily received or the service/work has been satisfactorily performed, and an invoice along with any other required documents is submitted to the Purchasing Department

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Signature of Authorized Agent

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Date

**RFP 2014-02**  
**Architectural Design and Build Services for Downtown Improvement Project**

**ISSUED: March 4, 2014**

**CLOSES: March 28, 2014**

The Request for Proposal is part of a competitive procurement process which will facilitate a fair opportunity for qualified firms to offer their plans and services for consideration. The process of competitive negotiation being used should not be confused with competitive sealed bidding where goods and services can be precisely described and price is generally the determination factor. The competitive Request for Proposal will provide the City the flexibility to negotiate with firms to arrive at a mutually agreeable relationship, where price alone is not the major determination factor; however, price will be a priority factor.

**Organization for Request for Proposal:**

- |   |             |
|---|-------------|
| 1. Introduction                               | Page 4      |
| 2. Project Overview                           | Page 4      |
| 3. Proposal Format and Content                | Page 5      |
| 4. Proposal Submittal                         | Page 6      |
| 5. Evaluation and Selection Process           | Page 6      |
| 6. Terms and Conditions                       | Page 6      |
| 7. RFP Status                                 | Page 8      |
| 8. Bid Form                                   | Page 9      |
| 9. Non-Collusion Affidavit                    | Page 10     |
| 10. Indemnification Form                      | Page 11     |
| 11. Notarized Sworn Statement (Contract)      | Page 12     |
| 12. W-9 Taxpayer Identification Form          | Page 13     |
| 13. Maintenance, Performance, Statutory Bonds | Pages 14-18 |

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\_\_\_\_\_, of lawful age, being first duly sworn, on oath, says: (s)he is the agent authorized by the bidder to submit the attached RFP. Affiant further states that the bidder has not been a part to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or refrain from bidding; or with any city or town official or employee of the City of Guthrie, Oklahoma, as to quantity, quality or price in the prospective contract, or any other terms or said prospective contract; or in any discussion between bidders and any city or town official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Representative's Signature

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Email

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

## **1. Introduction**

The City of Guthrie is an innovative community near Oklahoma City, OK, with a population of just over 10,000 citizens. This progressive, forward-thinking city strives to offer a high quality of life that attracts businesses and employees seeking small-town charm near a major metropolitan area. The City strives to work with its citizens to meet the needs of the community while serving everyone with respect and integrity, and to do so with competence, accessibility, responsiveness and excellence. The same level of customer service is expected of its business partners. The City is dedicated to community image and beautification.

## **2. Project Overview**

The City of Guthrie requests that interested firms submit written proposals to provide design and build services to create a downtown placemaking experience, a template for curb extensions at major and minor intersections in the Guthrie Central Business District, and an urban tree planting scheme for the downtown area (which could be installed at a later date).

Project Requirements:

- Design creative and dynamic outdoor space within the closed-off portion of 1st Street between Oklahoma Avenue and Harrison Avenue.
- Within the outdoor space on 1st Street, include shade, seating, trash receptacles, space for outdoor performances, outdoor movies, Joseph Foucart Memorial display, and water feature.
- Design curb extensions at Division and Oklahoma, Division and Harrison, 2nd and Oklahoma, 2nd and Division. Extensions to include stormwater management features, landscape plan, outdoor seating.

Scope of Services:

- Work with City of Guthrie staff and citizen stakeholder team to assess program requirements, existing conditions, access issues, traffic flows.
- Development of conceptual plans to determine feasibility, sizing, cost estimates, and other matters relevant to critical decision making.
- Address issues of alley access for merchants, historic preservation, and downtown streetscape for use by film industry for Victorian street scenes.

If selected, following this process the consultant will be responsible to provide to the City:

- Preliminary schematic site plan showing design of the open air area on 1st street between Oklahoma and Harrison Avenues, showing elements identified in Project Requirements.
- Preliminary schematic drawings of curb extensions for major and minor intersections showing hard and softscape components.
- Preliminary schematic drawings showing a landscape plan for the downtown area, including the blocks from Oklahoma to Harrison, and 2nd to Broad.
- Perspective drawings for each project, showing installations set in the context of the surrounding historic buildings.
- Schematic design to be presented to the City Council for approval.
- Develop final design drawings and construction budget.
- Perform construction management tasks for installation of the 1st Street project and the curb extension project.

- 2.1 Schedule: The City of Guthrie intends to follow the schedule of activities as stated below and reserves the right to alter the schedule.

Issue RFP:	March 4, 2014
Proposal Due Date:	March 28, 2014 at 5:00 p.m.
Conduct Interviews:	April 7 – 10, 2014
Approval of Finalist:	May 6, 2014
Project Begins:	June 15, 2014
Work Completed:	December 15, 2014

### 3. Proposal Format and Content

At the time of submittal, all proposals are to contain the following in this format:

- 3.1 Coversheet: This will include the vendor's name, address, phone number and name and e-mail address of contact person.

- 3.2 Vendor Background and Qualifications: This includes a sampling of the firm's past work, emphasizing projects similar in nature. For each project, provide at least one image, a description, location, estimated cost and completion date.

Information on principals and assigned staff – education, professional registration, professional history, honors and awards.

- 3.3 Insurance and other required documents: The Contractor will be responsible for all required or desired insurance of property owned by the Contractor.

All proposals must include the non-collusion affidavit form included in RFP packet.

- 3.4 Project Specs

Design and build a creative and dynamic outdoor space within the closed-off portion of 1st Street between Oklahoma Avenue and Harrison Avenue.

Within the outdoor space on 1st Street, include shade, seating, trash receptacles, space for outdoor performances, outdoor movies, Joseph Foucart Memorial display, and water feature.

Design curb extensions at Division and Oklahoma, Division and Harrison, 2nd and Oklahoma, 2nd and Division. Extensions to include stormwater management features, landscape plan, outdoor seating.

State the firm's philosophy and manner in which the work described will be approached.

Proposed timetable for performance of the work.

The firm may include any other information in the proposal that will assist the City in the selection process.

- 3.5 References: Please include three references from clients. Reference information should include the following:

- Name of organization
- Name of business contact
- Phone number of business contact
- E-mail address of business contact
- Length (number of months/years) of client relationship
- Brief description of project for client.

#### **4. Proposal Submittal**

- 4.1 Two (2) printed copies and one disc or flash drive containing the complete submission in digital form are due in the City Clerk's Office no later than March 28, 2014 at 5:00 p.m. Delivery may be by hand or by mail but must be received no later than the deadline stated previously.
- 4.3 No proposal will be accepted after the deadline.
- 4.4 Failure to provide required data to allow for evaluation of proposal or failure to complete the RFP form(s) may be grounds for rejecting the RFP.
- 4.5 Proposals must be placed in a sealed envelope labeled "RFP 2014-02, Architectural Design/Build Services for Downtown Improvement Project" with the vendor's name and address on the package.
- 4.6 All inquiries related to this RFP are to be addressed, via email, to: [rspineto@cityofguthrie.com](mailto:rspineto@cityofguthrie.com) Information obtained from any other source is not official and should not be relied upon.
- 4.7 All proposals must contain the signature sheet on page one (1) and the non-collusion affidavit form must be executed and notarized at time of RFP submission.

#### **5. Evaluation and Selection Process**

- 5.1 The City reserves the right to award this contract, not necessarily to the firm with the lowest cost, but to the firm that best meets the requirements and needs of the City as determined according to the evaluation criteria.
- 5.2 Upon submission of the responses to this RFP, the City will evaluate and score the responses of the firms. Interviews will be conducted by City staff and members of the stakeholder team April 7 through April 10, 2014. The final evaluation and selection of a contractor will be made by the City and submitted to the Guthrie City Council for approval.
- 5.3 A committee composed of City of Guthrie staff and community members of the stakeholder team will evaluate proposals.
- 5.4 Evaluation Criteria: The City will review all proposals and select and rank the three most qualified Consultants. The selection and ranking shall be based on the criteria listed below. The order in which the criteria appear does not indicate the importance, ranking or weighting that will be used in the evaluation:
  - a. Proposed approach to the project
  - b. Experience with placemaking concepts
  - c. Experience with similar projects
  - d. Proven capacity of the staff to deliver the project requirements on time and on budget

The City shall negotiate with the highest ranked Consultant on the tasks, staffing, schedule and a maximum not-to-exceed fee. Negotiations may be formally terminated if they fail to result in a contract within a reasonable amount of time. Negotiations will then ensue with the second ranked Consultant, and if necessary, the third ranked Consultant.

The successful firm will be required to comply and sign the State of Oklahoma's standard vendor forms for Municipal projects.

#### **6. Terms and Conditions.**

- 6.1 Terms and conditions below will govern the submission and evaluation of proposals and the award. Bidders are requested to carefully review the following:
- 6.2 Award Status: The response to this RFP will be considered as a legal offer to contract. An acceptance of any proposal will be issued by the City of Guthrie in accordance with the following paragraphs of this section and constitutes a legal and binding contract.

- 6.3 Contract Format/Requirements: The resulting City acceptance will incorporate this Request for Proposal. All additional agreement(s) and stipulations and the results of any final negotiations will be incorporated.
- 6.4 Contract Modification: All modifications and/or changes to the contract must be agreed to in writing by both parties and approved by the City prior to executing any change.
- 6.5 Contract Termination: The City may terminate any resulting contract for cause by providing a Show Cause Letter to the contractor citing the instances of noncompliance with the contract.
- 6.6 If the noncompliance is not cured within 30 days, the City may terminate the contract.
- 6.7 The City reserves the right to terminate the contract for convenience by upon sixty (60) day written notice to the contractor.
- 6.8 Conflict of Interest: In the event there is a potential or actual conflict of interest, the vendor(s) shall provide full disclosure to the City of Guthrie. The City shall determine if the conflict, whether potential or actual, is material.
- 6.9 Contractor Liability: The contractor shall hold the City harmless and shall be liable in the event of injury to City personnel or damage or loss of their property caused by the contractor's equipment, personnel supplies or material furnished. The City will not be liable for loss or damage caused by fires, lightning, sprinkler leakage, earthquake, severe weather, smoke and smudge, aircraft or motor vehicle damage, strikes, riots and civil disturbance or collapse of building or structures, etc. The City and its personnel shall not be liable for any loss of or damage to contractor property unless due to their fault or negligence.
- 6.10 Liens: The successful contractor shall keep the City free and clear from all liens asserted by any person of firm for any reason arising out of the furnishing of services or materials by or to the contractor.
- 6.11 Indemnification: The successful contractor shall indemnify and hold the City harmless from all claims and related expenses arising out of the contractor's performance or failure of performance under the resulting contract.
- 6.12 Disclosure Of Proposal Content: All proposals become a matter of public record once opened. Proposals with information marked "confidential" will be rejected upon discovery of such statement. By submitting a proposal, a proposer specifically assumes any and all risks and liabilities associated with the information contained in the proposal and the release of that information.
- 6.13 Choice of Law and Venue: The resulting contract shall be construed under the laws of the State of Oklahoma and venue in any action and/or litigation commenced to enforce the contract shall be instituted in the appropriate courts in Logan County, in the State of Oklahoma.
- 6.14 Federal, State and Local Laws and Regulations: The successful contractor will comply with all laws and regulations on taxes, licenses and permits.
- 6.15 COMPLIANCE WITH THE OKLAHOMA TAXPAYER AND CITIZEN PROTECTION ACT OF 2007 – By submitting a bid for services, the bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).
- 6.16 All drawings must be stamped by an Oklahoma State certified and licensed Design Professional.

## 7. RFP Status

### 7.1 City of Guthrie Rights:

7.1.1 The City of Guthrie and its designees reserve the right to determine whether a proposal is responsive and has the ability and resources to perform the contract in full and comply with the specifications.

7.1.2 The City reserves the right to reject a proposal that incorporates counter proposals and conditions in the form of vendor's pre-printed clauses.

7.1.3 The City reserves the right to accept or reject all or part of any proposal, waive informalities, minor irregularities or substitute items as desired if deemed in the best interest of the City, therefore selecting the optimum proposal or issue a new RFP.

7.1.4 The City reserves the right to reject proposals when procedures stated within are not followed.

7.2 Effective Period: Proposals submitted must remain in effect for a period of ninety (90) days after the closing date. An award will be signed and issued within that time or at a negotiated later date.

7.3 Withdrawal of Proposals: Proposals may be withdrawn at any time prior to the closing date; however, the City reserves the right to withdraw vendor(s) from future proposals who have withdrawn a proposal after the closing date and prior to the effective period of RFP without the City's approval.

7.4 Changes: It shall be the proposer's responsibility to bring to the attention of the City any discrepancies in, omissions from or errors in the documents, or enhancements which would be in the best interest of the City, or if they are in doubt as to the meaning of any part of this RFP.

7.5 Examinations: Before submitting a proposal, contractor shall thoroughly examine the RFP and otherwise be fully informed as to all existing conditions and limitations.

7.6 Modifications of RFP: Oral modifications will not be considered. Any bidder may modify their RFP in writing prior to date and time of RFP closing. Only modifications received in sealed envelopes with RFP number, closing date and project name clearly marked on outside will be accepted. Written confirmation must be received under the same signature as prior submitted RFP. All modifications are to be clearly numbered and dated as to determine the final one.

7.7 Sales Tax Exemption: All proposals must be submitted exclusive of Federal Excise Tax and Oklahoma State Tax. The City of Guthrie is exempt from Federal Excise Tax and Oklahoma State Tax. When proof of a tax exemption status is required, a notation should be made on this RFP and an Exemption Letter shall be furnished.



**Bid Form - RFP 2014-02**  
**Architectural Design and Build Services for Downtown Improvement Project**

All proposals must meet or exceed specifications or it will be rejected.

The undersigned acknowledges:

1. That he/she is an authorized agent of the vendor submitting this bid.
2. The receipt of the following Addenda; if none was received, mark N/A: \_\_\_\_\_
3. The firm submitting this proposal has never defaulted on any municipal, state, federal or private contract.

Company: \_\_\_\_\_

Signed by: \_\_\_\_\_

Printed or typed name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Toll free number: \_\_\_\_\_ Email: \_\_\_\_\_

Cell phone number: \_\_\_\_\_ Pager: \_\_\_\_\_

Primary point of contact: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Total Proposal \$ \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**NON-COLLUSION AFFIDAVIT OF VENDOR**

This affidavit **MUST** accompany your response.

COUNTY OF \_\_\_\_\_ )  
S. S.  
STATE OF \_\_\_\_\_ )

**AFFIDAVIT**

I, \_\_\_\_\_, declare under oath, under penalty of perjury, That I am lawfully qualified and acting officer and/or agent of \_\_\_\_\_, and that:

1. The affiant has not been party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any official of the state or political subdivision of the State, including the City of Guthrie or Guthrie Public Works Authority, as to quantity, quality or price in the matter of the attached proposal, or any other terms of said prospective contract; or in any discussion between Proposer and any official of the State, including the City of Guthrie or Guthrie Public Works Authority, concerning the exchange of money or other thing of value for special consideration in the letting of a contract and,
2. \_\_\_\_\_, has not pled guilty to or been convicted of a felony charge for fraud, bribery or corruption involving sale of real or personal property to any state or any political subdivision of a state.
3. That no person, firm, corporation subsidiary, parent, predecessor or other entity affiliated with or related to \_\_\_\_\_ has been convicted of a fraud, bribery, or corruption relating to sale of real or personal property to any state or political subdivision of a state.

\_\_\_\_\_  
(Office or Agent)

Subscribed and sworn to before me this \_\_\_\_ Day of \_\_\_\_\_, 20\_\_.

**(SEAL)**

\_\_\_\_\_  
(Notary Public)

My Commission Expires \_\_\_\_\_



### Indemnification Form

The following indemnification agreement shall be, and is hereby a provision of any contract. Failure to submit this form with your bid response shall result in your bid being rejected as unresponsive.

The successful contractor agrees to indemnify, investigate, protect, defend and save harmless the City, its officials, officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers and any other person, firm, or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged by the contractor in the performance of this contract. In any case, the foregoing provisions concerning indemnification shall not be construed to indemnify the City for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its employees. This indemnification shall survive the expiration or early termination of this contract.

COMPANY \_\_\_\_\_

TAXPAYER IDENTIFICATION NUMBER \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

TOLL-FREE NUMBER \_\_\_\_\_

FAX NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_



**Request for Taxpayer  
 Identification Number and Certification**

Give form to the  
 requester. Do not  
 send to the IRS.

Print or type  
 See Specific Instructions on page 2.

Name (as shown on your income tax return)	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ..... <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	
List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
: : : :
or
Employer identification number
: : :

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

**MAINTENANCE BOND**

**KNOW ALL MEN BY THESE PRESENTS**, that we, \_\_\_\_\_, hereinafter called the Principal, and the \_\_\_\_\_ of, \_\_\_\_\_, a corporation duly organized under the laws of the State of \_\_\_\_\_, hereinafter called the Surety, as Surety, are held and firmly bound unto The City of Guthrie, hereinafter call the Obligee, in the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, said Principal entered into a written Contract with said Obligee dated \_\_\_\_\_ for \_\_\_\_\_ all in compliance with the plans and specifications therefore, made a part of said Contract and on file in the office of the City Clerk, City of Guthrie, OK 73044

**WHEREAS**, this bond is given in compliance with Title 61, Oklahoma Statutes 2001, Sections 1 and 113(B)(3).

**NOW, THEREFORE**, if said Principal shall pay or cause to be paid to the City all damages, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work, occurring within a period of (1) year from and after acceptance of said project by the City; and if Principal shall pay or cause to be paid all labor and materials, including the prime contractor and all subcontractors; and if Principal shall save and hold the City harmless from all damages, loss, and expense occasioned by or resulting from any failure whatsoever of said Principal, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is further agreed that if the said Principal or Surety herein shall fail to maintain said improvements against any failure due to defective workmanship and/or material for a period of (1) year and at any time repairs shall be necessary that the cost of making said repairs shall be determined by the Council of the City of Guthrie, or some person or persons designated by them to ascertain the same, and if, upon thirty (30) days notice, the same amount ascertained shall not be paid by the Principal or Surety herein, or if the necessary repairs are not made, that said amount shall become due upon the expiration of thirty (30) days and suit may be maintained to recover the amount so determined in any Court of competent jurisdiction. And that the amount so determined shall be conclusive upon the parties as to the amount due on this Bond for the repair or repairs included therein, and that the cost of all repairs shall be so determined from time to time during the life of this Bond as the condition of the improvements may require.

It is further expressly agreed and understood by the parties hereto that no charge, extension of time, addition or alteration in said Contract and no deviation from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of the, from the

obligations of this Bond, and the sureties do hereby waive notice of any such change, extension of time, addition or alteration to the Contract or to the work or to the specifications.

**IN WITNESS WHEREOF**, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

\_\_\_\_\_  
WITNESS AS TO PRINCIPAL

\_\_\_\_\_  
Principal

By: \_\_\_\_\_  
(President)

\_\_\_\_\_  
WITNESS AS TO SURETY

\_\_\_\_\_  
SURETY

By: \_\_\_\_\_  
(Attorney-in-fact)

**PERFORMANCE BOND**

**KNOW ALL MEN BY THESE PRESENTS**, that we, \_\_\_\_\_, hereinafter called the Principal, and the \_\_\_\_\_ of, \_\_\_\_\_, a corporation duly organized under the laws of the State of \_\_\_\_\_, hereinafter called the Surety, as Surety, are held and firmly bound unto The City of Guthrie, hereinafter call the Obligee, in the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, said Principal entered into a written Contract with said Obligee dated \_\_\_\_\_ for \_\_\_\_\_ all in compliance with the plans and specifications therefore, made a part of said Contract and on file in the office of the City Clerk, City of Guthrie, OK 73044

**WHEREAS**, this bond is given in compliance with Title 61, Oklahoma Statutes 2001, Sections 1 and 113(B)(2).

**NOW THEREFORE**, if said principal shall, in all particulars, well, truly, and faithfully perform and abide by said Contract and each and every covenant, condition, and part thereof and shall fulfill all obligations resting upon said Principal shall promptly pay, or cause to be paid, all labor, materials and/or repairs and all bills for labor performed on said work, whether by subcontract or otherwise; and if said Principal shall protect and save harmless said City of Guthrie from all loss, damage, and expense to life or property suffered or sustained by any person, firm, or corporation caused by said Principal or his/her or its agents, servants, or employees in the construction of said work, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or form any act or omission of said Principal or his/her or its agents, servants, or employees, and if said Principal shall protect and save the City of Guthrie harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no change, extension of time, addition or alteration in said Contract and no deviation from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond, and the sureties do hereby waive notice of any such change, extension of time, addition or alteration to the terms of the Contract or to the work or to the specifications.

**IN WITNESS WHEREOF**, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year above written.

\_\_\_\_\_  
WITNESS AS TO PRINCIPAL

\_\_\_\_\_  
WITNESS AS TO SURETY

\_\_\_\_\_  
Principal

By: \_\_\_\_\_  
(President)

\_\_\_\_\_  
SURETY

By: \_\_\_\_\_  
(Attorney-in-fact)

**STATUTORY BOND**

**KNOW ALL MEN BY THESE PRESENTS**, that we, \_\_\_\_\_, hereinafter called the Principal, and the \_\_\_\_\_ of, \_\_\_\_\_, a corporation duly organized under the laws of the State of \_\_\_\_\_, hereinafter called the Surety, as Surety, are held and firmly bound unto The City of Guthrie hereinafter call the Obligee, in the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, said Principal entered into a written Contract with said Obligee dated \_\_\_\_\_ for \_\_\_\_\_ all in compliance with the plans and specifications therefore, made a part of said Contract and on file in the office of the City Clerk, City of Guthrie, OK 73044

**WHEREAS**, this bond is given in compliance with Title 61, Oklahoma Statutes 2001, Sections 1 and 113(B)(1).

**NOW, THEREFORE**, if said Principal shall fail or neglect to pay all indebtedness incurred by said Principal or subcontractors of said Principal who perform work in the performance of such Contract, for labor and materials and for rental or repairs to and parts for equipment used and consumed in the performance of said Contract within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this Bond, the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no change, extension of time, addition or alteration in said Contract and no deviation from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of the, from the obligations of this Bond, and the sureties do hereby waive notice of any such change, extension of time, addition or alteration to the terms of the Contract or to the specifications.

**IN WITNESS WHEREOF**, the said principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by attorney-in-fact, duly authorized so to do, the day and year first above written.

\_\_\_\_\_  
WITNESS AS TO PRINCIPAL

\_\_\_\_\_  
Principal  
By: \_\_\_\_\_  
(President)

\_\_\_\_\_  
WITNESS AS TO SURETY

\_\_\_\_\_  
SURETY  
By: \_\_\_\_\_  
(Attorney-in-fact)

**Advertise in the Guthrie News Leader  
March 6 and March 13, 2014**

**RFP Notice RFP No. 2014-02  
Architectural Design and Build Services for Downtown Improvement Project**

NOTICE IS HEREBY GIVEN that the City of Guthrie will receive sealed proposals in the office of the City Clerk, Guthrie City Hall, 101 N. 2<sup>nd</sup> Street, Guthrie, Oklahoma 73044. Proposals are for *Architectural Design/Build Services for Downtown Improvement Project*. Proposals will not be accepted after 5:00 p.m., Friday, March 28, 2014, at which time they will be publicly opened in the City Council Chambers, Guthrie City Hall, 101 N. 2<sup>nd</sup> Street, Guthrie, Oklahoma 72444.

Please contact Kim Biggs, Purchasing Agent, at 405-282-0495 or [kbiggs@cityofguthrie.com](mailto:kbiggs@cityofguthrie.com) with any questions or to receive a bid specification package. Packages are also available at <http://www.cityofguthrie.com/bids.aspx>.

Bid proposals shall be submitted in a sealed envelope plainly marked on the outside envelope as follows:

**“RFP No. 2014-02, Architectural Design  
and Build Services for Downtown Improvement Project”**

The City of Guthrie reserves the right to waive informalities in the proposals and reject any or all proposals for any reason whatsoever at the sole discretion of the City. The successful bidder will be notified in writing.

The City of Guthrie is an equal opportunity employer.



**Agenda Item Cover Letter**

<b>Meeting</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	<b>Date of Meeting</b> March 4, 2014	<b>Contact</b> Wanda Calvert, City Clerk/Treasurer
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**Agenda Item**

Discussion and possible action to approve Resolution No. 2014-02 amending the Airport Hangar Structure Permit Fees, Lake Fees, Mineral Wells Park Pavilion Rental Fees and Highland Hall Rental Fees as recommended by the Citizens Rate and Fee Advisory Committee.

**Summary**

On February 20, 2014 the Citizens Rate and Fee Advisory Committee met, with four members present, to discuss amending the Airport Hangar Structure Permit Fees, Lake Fees, Mineral Wells Park Pavilion Rental Fees and Highland Hall Rental Fees. The proposed fees will raise the fees to just below the area average, with the exception of the Airport Hangar Structure Permit Fees which will reduce the fees to meet the area average. The Citizens Rate and Fee Advisory Committee unanimously recommended presenting Resolution No. 2014-02 to City Council for approval.

<b>Funding Expected</b>	<input checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
<b>Budgeted</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Account Number</b>	<u>Various Accounts</u>	<b>Amount</b>	<u>\$10,000</u>
<b>Legal Review</b>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>02-26-2014</u>

**Supporting documents attached**

- Resolution No. 2014-02

**Recommendation**

Approve Resolution No. 2014-02 amending the Airport Hangar Structure Permit Fees, Lake Fees, Mineral Wells Park Pavilion Rental Fees and Highland Hall Rental Fees

**Action Needed**       Public Hearing       Motion       Emergency Clause

**RESOLUTION NO. 2014-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUTHRIE AMENDING THE AIRPORT HANGAR STRUCTURE PERMIT FEES, LAKE FEES, MINERAL WELLS PARK PAVILION RENTAL FEES AND HIGHLAND HALL RENTAL FEES.**

**WHEREAS**, the Guthrie City Council has heretofore adopted Ordinance No. 3129, also known as the Master Fee Ordinance, which is a comprehensive compilation of all rates, charges and fees to be charged for services provided by either or both the City of Guthrie and the Guthrie Public Works Authority;

**WHEREAS**, said Ordinance provides that fees and charges, new or established are subject to modification whether an increase or decrease, by Resolution; and

**WHEREAS**, the Guthrie City Council has determined that in order to provide uniform rates, charges, fees and policies for services in connection with Airport Hangar Structure Permit Fees, Lake Fees, Mineral Wells Park Pavilion Rental Fees and Highland Hall Rental Fees that the same should be revised and amended.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Guthrie, Oklahoma, that:

1. The rates, charges, fees and policies for services provided in connection with Airport Hangar Structure Permit Fees, Lake Fees, Mineral Wells Park Pavilion Rental Fees and Highland Hall Rental Fees as contained in attached "Exhibit A" are hereby adopted and incorporated herein by reference.
2. Said rates, charges, fees and policies shall become effective immediately.

\*\*END\*\*

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor and City Council of the City of Guthrie, Oklahoma, on this 4<sup>th</sup> day of March, 2014 after compliance with the notice requirements of the Open Meeting Act (25 OSA, § 301, et seq.).

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

ATTEST: (Seal)

APPROVED AS TO FORM:

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

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

**“EXHIBIT A”**

**Hangar Structure Permit Fees**  
**Guthrie-Edmond Regional Airport**

**Aviation Building Permits**

Hangar Building **\$0.15 per square foot**

*Includes:*

Three inspections: Footing, Framing, and Final  
25% review fee  
Certificate of occupancy  
State and City fees (\$4.50)

**Electrical Permits**

Hangar Building **\$0.15 per square foot**

*Includes:*

Four inspections: temp pole, rough-in, final, service  
Temp pole (100-400 Amps)  
State and City fees (\$4.50)

**Services:**

400-1,000 Amps **\$100.00**  
Above 1,000 Amps **\$200.00**

**Minimum Electrical Permit:** **\$50.00**

**Plumbing Permits**

Hangar Building **\$0.20 per square foot of area supplied**

*Includes:*

Four inspections: groundwork, top-out-sewer/water lines, final  
Trapped fixtures  
State and City fees (\$4.50)

**Each Building Sewer Line**

4-inch sewer tap for commercial hangars **\$1,200.00**

**Mechanical Permits**

Hangar Building **\$0.10 per square foot of area supplied**

*Includes:*

Two inspections: rough-in, final  
State and city fees (\$4.50)

**Split System Unit:** **\$50.00 each**

## LAKE FEES

### Camping:

Non-electric campsites:	<b>\$14.00/night*</b>
Electric campsites:	<b>\$17.00/night*</b>
Electric and water campsites:	<b>\$20.00/night*</b>

\*Includes day use for up to 6 campers which is the maximum number of campers allowed per site.

### Boating:

Each watercraft:	<b>\$5.00/day</b>
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### Day Use:

Each person 16 year of age and older:	<b>\$3.00/day</b>
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### Annual Passes:

Day use for 1 lake:	<b>\$30.00/person 16 year of age or older</b>
Day use for both lakes:	<b>\$45.00/person 16 year of age or older</b>
Boating for 1 lake:	<b>\$50.00/watercraft</b>
Boating for both lakes:	<b>\$75.00/watercraft</b>

## MINERAL WELLS PARK PAVILION RENTAL FEES

Up to 6 hours	<b>\$50.00</b>
6 hours and over	<b>\$90.00</b>

## HIGHLAND HALL RENTAL FEES

8:00 a.m. to 12:00 p.m.	<b>\$ 65.00</b>
8:00 a.m. to 5:00 p.m.	<b>\$ 85.00</b>
8:00 a.m. to 10:00 p.m.	<b>\$110.00</b>
1:00 p.m. to 5:00 p.m.	<b>\$ 65.00</b>
6:00 p.m. to 10:00 p.m.	<b>\$ 65.00</b>
1:00 p.m. to 10:00 p.m.	<b>\$ 95.00</b>
Cleaning/Key Deposit (refundable)	<b>\$100.00</b>

(The cleaning/key deposit is refundable subject to satisfactory inspection by authorized city personnel and the return of the key)

## A/P Claims List

From 2/13/2014 to 2/13/2014

Invoice #	Vendor	Description	Account	Cost
FEB2014	OG&E 405	Electric Billing - General	01-01-00-6305	\$3,787.65
FEB2014	OG&E 405	Electric Billing - Street Lighting	01-01-00-6306	\$10,854.88
43561	DEWART- GUMERSON	Renew Policy - Blanket Bond Treasurer's	01-03-30-6331	\$750.00
43706	DEWART- GUMERSON	Renew Policy - Blanket Bond Treasurer's	01-03-30-6331	\$187.00
000772	GHM ENTERPRISES (1097)	Laundry - Police Department	01-07-70-6310	\$8.40
000775	GHM ENTERPRISES (1097)	Laundry - Police Department	01-07-70-6310	\$10.20
000777	GHM ENTERPRISES (1097)	Laundry - Police Department	01-07-70-6310	\$4.20
000779	GHM ENTERPRISES (1097)	Laundry - Police Department	01-07-70-6310	\$9.60
FEB2014.	SHINEY BAYS (22581)	Car Wash Police Department	01-07-70-6316	\$488.70
04-140494	OKLA DEPARTMENT OF PUBLIC	OLETS Maintenance	01-07-79-6304	\$350.00
C125455	GUTHRIE TAG AGENCY (243)	Vehicle Tag(s) and Title Registration	01-14-41-6116	\$40.00
FEB2014	SHINEY BAYS (22581)	Car Wash GPWA	01-14-41-6116	\$50.10
		<b>Total GENERAL FUND</b>		<b>\$16,540.73</b>
0002105	HURLEY PLUMBING 267	Plumbing for new counter tops in Fire Dept	09-09-90-6112	\$275.50
14001	BLANCHAT MANUFACTURING,	Throttle Cable/Vernier Throttle for Brush	09-09-90-6316	\$60.84
FEB2014	INTERMEDIX (22025)	Professional Services	09-09-92-6373	\$5,782.69
		<b>Total FIRE/EMS FUND</b>		<b>\$6,119.03</b>
1347694	WASTE CONNECTIONS, INC		20-00-00-5466	(\$250.00)
FEB2014	OG&E 405	Electric Billing - GPWA	20-21-00-6305	\$9,233.23
1347693	WASTE CONNECTIONS, INC	Sanitation Commercial/Residential Service	20-21-00-6348	\$71,902.88
1302	MID AMERICA HYDRO TECH	Chemicals	20-23-00-6104	\$16,941.60
1304	MID AMERICA HYDRO TECH	Chemicals	20-23-00-6104	\$622.43
1347693	WASTE CONNECTIONS, INC	Sanitation Convenience Center Service	20-26-00-6375	\$2,730.10
		<b>Total GPWA OPERATING FUND</b>		<b>\$101,180.24</b>
5298	S & D ELECTRIC MOTOR SHOP	Rebuild Pumps at WWTP	54-55-24-6586	\$9,505.20
		<b>Total CAPITAL PROJECTS</b>		<b>\$9,505.20</b>
03-031712-002	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$75.73
05-051830-004	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$50.56
05-051920-003	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$75.03
09-090070-001	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$47.33
11-112220-002	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$75.07
11-112360-001	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$7.50
13-132115-009	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$40.15
15-153040-021	UTILITY DEPOSIT/REFUND		71-00-00-5555	\$55.83
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$427.20</b>
2034790	OKLHAOMA AIRPORT	Membership for Renewal January 1, 2013 to	98-98-00-6048	\$275.00
FEB2014	OG&E 405	Electric Billing - Airport/GERA	98-98-00-6305	\$506.16
		<b>Total AIRPORT FUND</b>		<b>\$781.16</b>
		<b>Total All Funds</b>		<b>\$134,553.56</b>

**A/P Claims List**

from 2/19/2014 to 2/19/2014

Invoice #	Vendor		Description	Account	Cost
JAN2014.	BANK OF AMERICA	22774	Municipal Court	01-00-00-2015	\$1,856.50
			<b>Total</b>		<b>\$1,856.50</b>
			<b>Total</b>		<b>\$1,856.50</b>
JAN2014	BANK OF AMERICA	22774	Central Office Supplies	01-01-00-6100	\$2,637.10
JAN2014	BANK OF AMERICA	22774	Janitor/Chemicals Supplies	01-01-00-6103	\$2,149.59
JAN2014	BANK OF AMERICA	22774	Safety Supplies	01-01-00-6110	\$0.00
JAN2014	BANK OF AMERICA	22774	Building & Grounds	01-01-00-6112	\$389.49
JAN2014	BANK OF AMERICA	22774	Miscellaneous Supplies	01-01-00-6114	\$284.52
JAN2014	BANK OF AMERICA	22774	Telephone	01-01-00-6301	\$1,731.34
JAN2014	BANK OF AMERICA	22774	Printing	01-01-00-6308	\$155.00
JAN2014	BANK OF AMERICA	22774	Computer Operations	01-01-00-6311	\$2,390.02
JAN2014	BANK OF AMERICA	22774	Council Travel/Training	01-01-00-6314	\$205.00
JAN2014	BANK OF AMERICA	22774	Communications	01-01-00-6318	\$0.00
JAN2014	BANK OF AMERICA	22774	Advertising - Legal Publications	01-01-00-6334	\$134.52
JAN2014	BANK OF AMERICA	22774	Miscellaneous Services/Charges	01-01-00-6346	\$0.00
JAN2014	BANK OF AMERICA	22774	Maintenance Agreement	01-01-00-6347	\$271.05
JAN2014	BANK OF AMERICA	22774	Membership Dues	01-01-00-6350	\$0.00
JAN2014	BANK OF AMERICA	22774	Professional Services	01-01-00-6373	\$3,435.00
JAN2014	BANK OF AMERICA	22774	Internet Services	01-01-00-6381	\$729.70
JAN2014.	BANK OF AMERICA	22774	Gentlemen of the Road Tour	01-01-00-6384	\$4,790.74
			<b>Total</b>		<b>\$19,303.07</b>
			<b>Total GENERAL GOVERNMENT</b>		<b>\$19,303.07</b>
JAN2014	BANK OF AMERICA	22774	Professional Development (City Manager)	01-02-20-6048	\$0.00
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-02-20-6317	\$290.13
JAN2014	BANK OF AMERICA	22774	Dues & Subscriptions	01-02-20-6355	\$79.00
			<b>Total CITY MANAGER</b>		<b>\$369.13</b>
JAN2014	BANK OF AMERICA	22774	Professional Development (HR)	01-02-24-6048	\$0.00
JAN2014	BANK OF AMERICA	22774	Supplies & Operating Expense - GTV 20	01-02-24-6126	\$194.38
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-02-24-6317	\$0.00
JAN2014	BANK OF AMERICA	22774	Advertising - Legal Publications	01-02-24-6334	\$744.30

**City of Guthrie** 2/24/2014 11:04am  
**A/P Claims List**  
 from 2/19/2014 to 2/19/2014

Invoice #	Vendor	Description	Account	Cost
JAN2014	BANK OF AMERICA 22774	Dues & Subscriptions <b>Total HUMAN RESOURCES</b>	01-02-24-6355	\$0.00 <b>\$938.68</b>
JAN2014	BANK OF AMERICA 22774	Uniforms - Building Services	01-02-25-6016	\$0.00
JAN2014	BANK OF AMERICA 22774	Professional Development (Building)	01-02-25-6048	\$0.00
JAN2014	BANK OF AMERICA 22774	Safety Supplies	01-02-25-6110	\$0.00
JAN2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-02-25-6316	\$0.00
JAN2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance <b>Total BUILDING SERVICES</b>	01-02-25-6317	\$0.00 <b>\$0.00</b>
		<b>Total ADMINISTRATION</b>		<b>\$1,307.81</b>
JAN2014	BANK OF AMERICA 22774	Professional Development (Finance)	01-03-30-6048	\$460.00
JAN2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-03-30-6317	\$259.37
JAN2014	BANK OF AMERICA 22774	Maintenance Agreements	01-03-30-6347	\$0.00
JAN2014	BANK OF AMERICA 22774	Recording/Dues/Subscriptions <b>Total FINANCE</b>	01-03-30-6355	\$0.00 <b>\$719.37</b>
		<b>Total FINANCE</b>		<b>\$719.37</b>
JAN2014	BANK OF AMERICA 22774	Professional Development (Planning)	01-05-50-6048	\$0.00
JAN2014	BANK OF AMERICA 22774	Office Supplies	01-05-50-6100	\$0.00
JAN2014	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-05-50-6110	\$0.00
JAN2014	BANK OF AMERICA 22774	Miscellaneous	01-05-50-6114	\$0.00
JAN2014	BANK OF AMERICA 22774	Computer Supplies	01-05-50-6123	\$0.00
JAN2014	BANK OF AMERICA 22774	Printing	01-05-50-6308	\$0.00
JAN2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-50-6316	\$0.00
JAN2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-05-50-6317	\$96.09
JAN2014	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-50-6334	\$0.00
JAN2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$0.00
JAN2014	BANK OF AMERICA 22774	Professional Services	01-05-50-6373	\$0.00
JAN2014	BANK OF AMERICA 22774	Reference Books - Community Development <b>Total COMMUNITY DEVELOPMENT</b>	01-05-50-6379	\$0.00 <b>\$96.09</b>
JAN2014	BANK OF AMERICA 22774	Professional Development	01-05-51-6048	\$0.00
JAN2014	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-51-6316	\$0.00
JAN2014	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-51-6334	\$0.00
JAN2014	BANK OF AMERICA 22774	Dues & Subscriptions <b>Total CODE COMPLIANCE</b>	01-05-51-6355	\$0.00 <b>\$0.00</b>
JAN2014	BANK OF AMERICA 22774	Professional Development	01-05-53-6048	\$670.00
JAN2014	BANK OF AMERICA 22774	Marketing Expenses	01-05-53-6123	\$121.92
JAN2014	BANK OF AMERICA 22774	Printing	01-05-53-6308	\$0.00
JAN2014	BANK OF AMERICA 22774	Special Events - Economic Development	01-05-53-6342	\$0.00
JAN2014	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-53-6355	\$0.00
JAN2014	BANK OF AMERICA 22774	ED - Professional Development <b>Total ECONOMIC DEVELOPMENT</b>	01-05-53-6373	\$0.00 <b>\$791.92</b>
		<b>Total PLANNING</b>		<b>\$888.01</b>
JAN2014	BANK OF AMERICA 22774	Professional Development	01-06-60-6048	\$0.00
JAN2014	BANK OF AMERICA 22774	Literacy Programming Supplies	01-06-60-6114	\$0.00
JAN2014	BANK OF AMERICA 22774	Library Supplies	01-06-60-6117	\$51.98
JAN2014	BANK OF AMERICA 22774	Library Materials - Print	01-06-60-6130	\$743.34
JAN2014	BANK OF AMERICA 22774	Library Materials - Electronic	01-06-60-6131	\$324.26

## A/P Claims List

from 2/19/2014 to 2/19/2014

Invoice #	Vendor		Description	Account	Cost
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-06-60-6317	\$468.46
JAN2014	BANK OF AMERICA	22774	Dues & Subscriptions - Library	01-06-60-6355	\$0.00
JAN2014.	BANK OF AMERICA	22774	Building Maintenance	01-06-60-6387	\$112.00
			<b>Total LIBRARY</b>		<b>\$1,700.04</b>
			<b>Total LIBRARY</b>		<b>\$1,700.04</b>
JAN2014	BANK OF AMERICA	22774	Uniforms - PD	01-07-70-6019	\$0.00
JAN2014	BANK OF AMERICA	22774	Employee Physicals	01-07-70-6030	\$1,545.00
JAN2014	BANK OF AMERICA	22774	Chemicals	01-07-70-6104	\$0.00
JAN2014	BANK OF AMERICA	22774	Jail Supplies	01-07-70-6106	\$121.60
JAN2014	BANK OF AMERICA	22774	K-9 Dog Food/Supplies	01-07-70-6108	\$273.50
JAN2014	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-07-70-6110	\$244.91
JAN2014	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-70-6114	\$262.40
JAN2014	BANK OF AMERICA	22774	Crime Prevention Program	01-07-70-6122	\$0.00
JAN2014	BANK OF AMERICA	22774	Printing	01-07-70-6308	\$129.00
JAN2014	BANK OF AMERICA	22774	Computer Maintenance/Operations	01-07-70-6311	\$0.00
JAN2014	BANK OF AMERICA	22774	Vehicle Maintenance	01-07-70-6316	\$4,701.19
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-07-70-6317	\$369.92
JAN2014	BANK OF AMERICA	22774	Communications	01-07-70-6318	\$702.07
JAN2014	BANK OF AMERICA	22774	Collections	01-07-70-6340	\$0.00
JAN2014	BANK OF AMERICA	22774	Special Events	01-07-70-6342	\$0.00
JAN2014	BANK OF AMERICA	22774	Training Program	01-07-70-6343	\$1,538.89
JAN2014	BANK OF AMERICA	22774	Dues & Subscriptions	01-07-70-6355	\$150.00
			<b>Total POLICE ADMINISTRATION</b>		<b>\$10,038.48</b>
JAN2014	BANK OF AMERICA	22774	Uniform Allowance - PD	01-07-71-6019	\$0.00
JAN2014	BANK OF AMERICA	22774	Ammunition	01-07-71-6105	\$3,009.80
			<b>Total POLICE OPERATIONS</b>		<b>\$3,009.80</b>
JAN2014	BANK OF AMERICA	22774	Chemicals	01-07-72-6104	\$85.14
JAN2014	BANK OF AMERICA	22774	Shelter Food/Supplies	01-07-72-6108	\$70.22
JAN2014	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-07-72-6110	\$0.00
JAN2014.	BANK OF AMERICA	22774	Building and Grounds	01-07-72-6112	\$2,344.42
JAN2014	BANK OF AMERICA	22774	Kennel Supplies	01-07-72-6114	\$0.00
JAN2014	BANK OF AMERICA	22774	Animal Cages	01-07-72-6132	\$0.00
JAN2014.	BANK OF AMERICA	22774	Medical - Vet	01-07-72-6133	\$230.00
			<b>Total ANIMAL CONTROL</b>		<b>\$2,729.78</b>
JAN2014	BANK OF AMERICA	22774	Uniform Allowance - CID	01-07-77-6019	\$0.00
JAN2014	BANK OF AMERICA	22774	Photo/Video Supplies	01-07-77-6120	\$0.00
JAN2014	BANK OF AMERICA	22774	Drug Enforcement Program	01-07-77-6124	\$0.00
JAN2014	BANK OF AMERICA	22774	Property/Evidence Supplies	01-07-77-6323	\$149.85
JAN2014	BANK OF AMERICA	22774	Special Investigation Operations	01-07-77-6336	\$0.00
			<b>Total CRIMINAL INVESTIGATIONS</b>		<b>\$149.85</b>
JAN2014	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-78-6114	\$0.00
			<b>Total LAKE ENFORCEMENT</b>		<b>\$0.00</b>
			<b>Total POLICE</b>		<b>\$15,927.91</b>
JAN2014	BANK OF AMERICA	22774	Uniforms - Street Dept.	01-12-00-6016	\$76.00
JAN2014	BANK OF AMERICA	22774	Minor Tools	01-12-00-6102	\$16.01
JAN2014	BANK OF AMERICA	22774	Chemicals	01-12-00-6104	\$0.00

**A/P Claims List**

from 2/19/2014 to 2/19/2014

Invoice #	Vendor		Description	Account	Cost
JAN2014	BANK OF AMERICA	22774	Safety Supplies	01-12-00-6110	\$186.56
JAN2014	BANK OF AMERICA	22774	Traffic Supplies	01-12-00-6111	\$0.00
JAN2014	BANK OF AMERICA	22774	Street/Sidewalks/Bridges	01-12-00-6113	\$30,820.09
JAN2014	BANK OF AMERICA	22774	Miscellaneous Supplies	01-12-00-6114	\$0.00
JAN2014	BANK OF AMERICA	22774	Signs & Materials	01-12-00-6115	\$970.71
JAN2014	BANK OF AMERICA	22774	Fuel & Lube	01-12-00-6118	\$0.00
JAN2014	BANK OF AMERICA	22774		01-12-00-6316	\$3,049.72
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-12-00-6317	\$225.16
JAN2014	BANK OF AMERICA	22774	Communications	01-12-00-6318	\$19.97
JAN2014	BANK OF AMERICA	22774	Equipment Rental	01-12-00-6321	\$0.00
JAN2014	BANK OF AMERICA	22774	License & Certification - Street	01-12-00-6365	\$0.00
			<b>Total</b>		<b>\$35,364.22</b>
			<b>Total STREET</b>		<b>\$35,364.22</b>
JAN2014	BANK OF AMERICA	22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$257.05
JAN2014	BANK OF AMERICA	22774	Professional Development (Fleet)	01-14-00-6048	\$0.00
JAN2014	BANK OF AMERICA	22774	Minor Tools	01-14-00-6102	\$181.16
JAN2014	BANK OF AMERICA	22774	Chemicals	01-14-00-6104	\$0.00
JAN2014	BANK OF AMERICA	22774	Safety Supplies	01-14-00-6110	\$0.00
JAN2014	BANK OF AMERICA	22774	Building & Grounds	01-14-00-6112	\$0.00
JAN2014	BANK OF AMERICA	22774	Shop Supplies	01-14-00-6114	\$138.97
JAN2014	BANK OF AMERICA	22774	Vehicle Maintenance	01-14-00-6316	\$0.00
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-14-00-6317	\$10.10
JAN2014	BANK OF AMERICA	22774	Computer Maintenance	01-14-00-6324	\$0.00
JAN2014	BANK OF AMERICA	22774	Miscellaneous Services / Charges	01-14-00-6346	\$0.00
JAN2014	BANK OF AMERICA	22774	Reference Books	01-14-00-6379	\$133.95
			<b>Total</b>		<b>\$721.23</b>
JAN2014	BANK OF AMERICA	22774	Vehicle Maintenance	01-14-41-6116	\$76.40
JAN2014	BANK OF AMERICA	22774	Fuel & Lube	01-14-41-6118	\$1,100.00
			<b>Total FLEET MAINTENANCE</b>		<b>\$1,176.40</b>
			<b>Total FLEET MAINTENANCE</b>		<b>\$1,897.63</b>
JAN2014	BANK OF AMERICA	22774	Uniforms - Parks	01-15-11-6016	\$444.57
JAN2014	BANK OF AMERICA	22774	Minor Tools	01-15-11-6102	\$433.73
JAN2014	BANK OF AMERICA	22774	Chemicals	01-15-11-6104	\$0.00
JAN2014	BANK OF AMERICA	22774	Safety Supplies	01-15-11-6110	\$136.99
JAN2014	BANK OF AMERICA	22774	Buildings & Grounds	01-15-11-6112	\$1,772.96
JAN2014	BANK OF AMERICA	22774	Fuel & Lube	01-15-11-6118	\$0.00
JAN2014	BANK OF AMERICA	22774	Vehicle Maintenance	01-15-11-6316	\$0.00
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-15-11-6317	\$0.00
			<b>Total PARKS</b>		<b>\$2,788.25</b>
			<b>Total PARKS &amp; PUBLIC GROUNDS</b>		<b>\$2,788.25</b>
			<b>Total GENERAL FUND</b>		<b>\$81,752.81</b>

**A/P Claims List**

from 2/19/2014 to 2/19/2014

Invoice #	Vendor	Description	Account	Cost
JAN2014	BANK OF AMERICA	22774 Uniforms - FD/Suppression	09-09-90-6016	\$757.92
JAN2014	BANK OF AMERICA	22774 Professional Development (FD)	09-09-90-6048	\$185.39
JAN2014	BANK OF AMERICA	22774 Minor Tools	09-09-90-6102	\$0.00
JAN2014	BANK OF AMERICA	22774 Chemicals	09-09-90-6104	\$0.00
JAN2014	BANK OF AMERICA	22774 Food/Humans	09-09-90-6107	\$0.00
JAN2014	BANK OF AMERICA	22774 FD Safety Supplies	09-09-90-6110	\$0.00
JAN2014	BANK OF AMERICA	22774 Building & Grounds	09-09-90-6112	\$1,096.84
JAN2014	BANK OF AMERICA	22774 Misc Supplies	09-09-90-6114	\$53.78
JAN2014	BANK OF AMERICA	22774 Fuel and Lube	09-09-90-6118	\$25.98
JAN2014	BANK OF AMERICA	22774 Nozzle Replacement	09-09-90-6136	\$0.00
JAN2014	BANK OF AMERICA	22774 Hose Replacement	09-09-90-6137	\$2,730.00
JAN2014	BANK OF AMERICA	22774 SCBA Bottle Program	09-09-90-6138	\$0.00
JAN2014	BANK OF AMERICA	22774 Vehicle Maintenance	09-09-90-6316	\$8,118.72
JAN2014	BANK OF AMERICA	22774 Machine/Equipment Maintenance	09-09-90-6317	\$306.27
JAN2014	BANK OF AMERICA	22774 Communications	09-09-90-6318	\$14.96
JAN2014	BANK OF AMERICA	22774 Dues & Subscriptions	09-09-90-6355	\$0.00
JAN2014	BANK OF AMERICA	22774 Certification Equipment	09-09-90-6362	\$0.00
		<b>Total SUPPRESSION</b>		<b>\$13,289.86</b>
JAN2014	BANK OF AMERICA	22774 Uniforms - FD/EMS	09-09-92-6016	\$1,686.20
JAN2014	BANK OF AMERICA	22774 Professional Development (EMS)	09-09-92-6048	\$30.00
JAN2014	BANK OF AMERICA	22774 Chemicals/Ambulance Supplies	09-09-92-6104	\$7,235.70
JAN2014	BANK OF AMERICA	22774 Safety Supplies/Apparel	09-09-92-6110	\$0.00
JAN2014	BANK OF AMERICA	22774 Vehicle Maintenance	09-09-92-6316	\$6,380.33
JAN2014	BANK OF AMERICA	22774 Communications	09-09-92-6318	\$0.00
JAN2014	BANK OF AMERICA	22774 Dues & Subscriptions	09-09-92-6355	\$0.00
JAN2014	BANK OF AMERICA	22774 Professional Services	09-09-92-6373	\$0.00
		<b>Total EMS</b>		<b>\$15,332.23</b>
JAN2014	BANK OF AMERICA	22774 Uniforms - FD/Admin	09-09-96-6016	\$59.59
JAN2014	BANK OF AMERICA	22774 Professional Development (Fire - Admin)	09-09-96-6048	\$171.49
JAN2014	BANK OF AMERICA	22774 Office Supplies	09-09-96-6101	\$0.00
JAN2014	BANK OF AMERICA	22774 Minor Tools	09-09-96-6102	\$0.00
JAN2014	BANK OF AMERICA	22774 Food/Humans	09-09-96-6107	\$0.00
JAN2014	BANK OF AMERICA	22774 Miscellaneous Supplies	09-09-96-6114	\$0.00
JAN2014	BANK OF AMERICA	22774 Public Education	09-09-96-6121	\$0.00
JAN2014	BANK OF AMERICA	22774 Vehicle Maintenance	09-09-96-6316	\$6.00
JAN2014	BANK OF AMERICA	22774 Communications	09-09-96-6318	\$0.00
JAN2014	BANK OF AMERICA	22774 Dues & Subscriptions	09-09-96-6355	\$0.00
		<b>Total PREVENTION</b>		<b>\$237.08</b>
		<b>Total FIRE</b>		<b>\$28,859.17</b>
		<b>Total FIRE/EMS FUND</b>		<b>\$28,859.17</b>

**A/P Claims List**

from 2/19/2014 to 2/19/2014

Invoice #	Vendor	Description	Account	Cost
JAN2014	BANK OF AMERICA	22774 Safety Supplies	20-21-00-6110	\$0.00
JAN2014	BANK OF AMERICA	22774 Buildings & Grounds (GPWA)	20-21-00-6112	\$92.00
JAN2014	BANK OF AMERICA	22774 Miscellaneous Supplies	20-21-00-6114	\$0.00
JAN2014	BANK OF AMERICA	22774 Telephone	20-21-00-6301	\$1,731.34
JAN2014	BANK OF AMERICA	22774 Printing	20-21-00-6308	\$0.00
JAN2014	BANK OF AMERICA	22774 Postage	20-21-00-6309	\$180.00
JAN2014	BANK OF AMERICA	22774 Computer Operations	20-21-00-6311	\$1,475.90
JAN2014	BANK OF AMERICA	22774 Machine/Equipment Maintenance	20-21-00-6317	\$111.27
JAN2014	BANK OF AMERICA	22774 Communications	20-21-00-6318	\$59.80
JAN2014	BANK OF AMERICA	22774 Safety Program	20-21-00-6339	\$0.00
JAN2014	BANK OF AMERICA	22774 Utilities Collection Fees	20-21-00-6340	\$108.96
JAN2014	BANK OF AMERICA	22774 Maintenance Agreements	20-21-00-6347	\$635.00
JAN2014	BANK OF AMERICA	22774 Professional Services	20-21-00-6373	\$0.00
		<b>Total</b>		<b>\$4,394.27</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$4,394.27</b>
JAN2014	BANK OF AMERICA	22774 Professional Development (GPWA Admin)	20-22-00-6048	\$85.00
		<b>Total</b>		<b>\$85.00</b>
		<b>Total PUBLIC WORKS ADMINISTRATION</b>		<b>\$85.00</b>
JAN2014	BANK OF AMERICA	22774 Uniforms - WTP	20-23-00-6016	\$0.00
JAN2014	BANK OF AMERICA	22774 Minor Tools	20-23-00-6102	\$30.48
JAN2014	BANK OF AMERICA	22774 Chemicals/Medical	20-23-00-6104	\$4,945.02
JAN2014	BANK OF AMERICA	22774 Lab Supplies	20-23-00-6109	\$2,235.82
JAN2014	BANK OF AMERICA	22774 Safety Apparel & Supplies	20-23-00-6110	\$0.00
JAN2014	BANK OF AMERICA	22774 Building & Grounds	20-23-00-6112	\$0.00
JAN2014	BANK OF AMERICA	22774 Annual State Water Testing	20-23-00-6303	\$1,415.00
JAN2014	BANK OF AMERICA	22774 Vehicle Maintenance	20-23-00-6316	\$0.00
JAN2014	BANK OF AMERICA	22774 Machine/Equipment Maintenance	20-23-00-6317	\$490.10
JAN2014	BANK OF AMERICA	22774 Computer Maintenance	20-23-00-6324	\$0.00
JAN2014	BANK OF AMERICA	22774 Publishing Fees	20-23-00-6334	\$0.00
JAN2014	BANK OF AMERICA	22774 Booster Station	20-23-00-6335	\$9,671.18
JAN2014	BANK OF AMERICA	22774 License & Certification - Water Plant	20-23-00-6365	\$0.00
JAN2014	BANK OF AMERICA	22774 License & Certification	20-23-00-6365	\$0.00

**A/P Claims List**

from 2/19/2014 to 2/19/2014

Invoice #	Vendor	Description Total	Account	Cost	
				<b>\$18,787.60</b>	
<b>Total WATER PLANT</b>				<b>\$18,787.60</b>	
JAN2014	BANK OF AMERICA	22774	Uniforms - WWTP	20-24-00-6016	\$0.00
JAN2014	BANK OF AMERICA	22774	Minor Tools	20-24-00-6102	\$189.15
JAN2014	BANK OF AMERICA	22774	Chemicals	20-24-00-6104	\$865.45
JAN2014	BANK OF AMERICA	22774	Lab Supplies	20-24-00-6109	\$929.42
JAN2014	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-24-00-6110	\$0.00
JAN2014	BANK OF AMERICA	22774	Buildings & Grounds	20-24-00-6112	\$66.74
JAN2014	BANK OF AMERICA	22774	Fuel & Lube	20-24-00-6114	\$0.00
JAN2014	BANK OF AMERICA	22774	Lift Station Maintenance	20-24-00-6312	\$648.06
JAN2014	BANK OF AMERICA	22774	Vehicle Maintenance	20-24-00-6316	\$42.15
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-24-00-6317	\$305.16
JAN2014	BANK OF AMERICA	22774	Required/Mandatory Testing	20-24-00-6357	\$590.00
JAN2014	BANK OF AMERICA	22774	License & Certification	20-24-00-6365	\$0.00
<b>Total</b>					<b>\$3,636.13</b>
<b>Total WASTE WATER TREATMENT PLANT</b>					<b>\$3,636.13</b>
JAN2014	BANK OF AMERICA	22774		20-26-00-6016	\$120.00
JAN2014	BANK OF AMERICA	22774	Minor Tools	20-26-00-6102	\$0.00
JAN2014	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-26-00-6110	\$0.00
JAN2014	BANK OF AMERICA	22774	Building & Grounds	20-26-00-6112	\$0.00
JAN2014	BANK OF AMERICA	22774	Miscellaneous Supplies	20-26-00-6114	\$0.00
JAN2014	BANK OF AMERICA	22774	Fuel & Lube	20-26-00-6118	\$15.82
JAN2014	BANK OF AMERICA	22774	Vehicle Maintenance	20-26-00-6316	\$0.00
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-26-00-6317	\$0.00
<b>Total</b>					<b>\$135.82</b>
<b>Total CONVENIENCE CENTER</b>					<b>\$135.82</b>
JAN2014	BANK OF AMERICA	22774	Uniforms - Line Maintenance	20-27-00-6016	\$312.00
JAN2014	BANK OF AMERICA	22774	Minor Tools	20-27-00-6102	\$405.20
JAN2014	BANK OF AMERICA	22774	Chemicals	20-27-00-6104	\$10,905.77
JAN2014	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-27-00-6110	\$0.00
JAN2014	BANK OF AMERICA	22774	Buildings and Grounds	20-27-00-6112	\$40.98
JAN2014	BANK OF AMERICA	22774	Water/Sewer Maintenance	20-27-00-6119	\$1,213.33
JAN2014	BANK OF AMERICA	22774	Street/Sidewalks	20-27-00-6313	\$250.00
JAN2014	BANK OF AMERICA	22774	Vehicle Maintenance	20-27-00-6316	\$290.84
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-27-00-6317	\$382.03
JAN2014	BANK OF AMERICA	22774	Miscellaneous Services/Charges	20-27-00-6346	\$0.00
JAN2014	BANK OF AMERICA	22774	License & Certification - Line Maintenance	20-27-00-6365	\$20.87
JAN2014	BANK OF AMERICA	22774	License & Certification	20-27-00-6365	\$0.00
<b>Total</b>					<b>\$13,821.02</b>
<b>Total LINE MAINTENANCE</b>					<b>\$13,821.02</b>
JAN2014	BANK OF AMERICA	22774	Chemicals	20-29-00-6104	\$0.00
JAN2014	BANK OF AMERICA	22774	Building & Grounds	20-29-00-6112	\$0.00
JAN2014	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-29-00-6317	\$0.00
<b>Total</b>					<b>\$0.00</b>
<b>Total MUNICIPAL POOL</b>					<b>\$0.00</b>

**A/P Claims List**

from 2/19/2014 to 2/19/2014

Invoice #	Vendor	Description	Account	Cost
		<b>Total GPWA OPERATING FUND</b>		<b>\$69,719.01</b>
JAN2014	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$3,795.37
		<b>Total LIBRARY</b>		<b>\$3,795.37</b>
JAN2014	BANK OF AMERICA 22774	Police: OSBI Grant	30-30-07-6357	\$0.00
JAN2014	BANK OF AMERICA 22774	Bullet Proof Vest Grant	30-30-07-6597	\$0.00
		<b>Total POLICE DEPARTMENT</b>		<b>\$0.00</b>
		<b>Total GRANTS</b>		<b>\$3,795.37</b>
		<b>Total GRANTS FUND</b>		<b>\$3,795.37</b>
JAN2014	BANK OF AMERICA 22774	Pool Improvements	45-45-00-6509	\$0.00
JAN2014	BANK OF AMERICA 22774	Highland Hall and Park Repairs	45-45-00-6531	\$0.00
JAN2014	BANK OF AMERICA 22774	Park Improvements	45-45-00-6545	\$0.00
JAN2014	BANK OF AMERICA 22774	Lake Improvents	45-45-00-6546	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total HOTEL/MOTEL-TOURISM</b>		<b>\$0.00</b>
		<b>Total HOTEL/MOTEL TAX FUND</b>		<b>\$0.00</b>
JAN2014	BANK OF AMERICA 22774	All Copier Lease	54-54-02-6705	\$3,984.96
		<b>Total ADMINISTRATION</b>		<b>\$3,984.96</b>
JAN2014	BANK OF AMERICA 22774	E911	54-54-07-6514	\$0.00
		<b>Total POLICE DEPARTMENT</b>		<b>\$0.00</b>
		<b>Total FACILITIES</b>		<b>\$3,984.96</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$3,984.96</b>
JAN2014.	BANK OF AMERICA 22774	Sewer Rehab	55-55-00-6547	\$1,496.75
		<b>Total</b>		<b>\$1,496.75</b>
		<b>Total INFRASTRUCTURE</b>		<b>\$1,496.75</b>
		<b>Total CMOM Fee</b>		<b>\$1,496.75</b>
JAN2014	BANK OF AMERICA 22774	Building & Grounds	72-72-00-6112	\$0.00
JAN2014	BANK OF AMERICA 22774	Computer Operations	72-72-00-6311	\$0.00
JAN2014	BANK OF AMERICA 22774	Tent & Burial Supplies	72-72-00-6554	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total CEMETERY CARE</b>		<b>\$0.00</b>
		<b>Total CEMETERY CARE FUND</b>		<b>\$0.00</b>
PR3849-1	ICMA RETIREMENT SYSTEM		98-00-00-2022	\$138.66
PR3849-1	U.S. TREASURY(20627		98-00-00-2041	\$198.70
PR3849-1	U.S. TREASURY(20627		98-00-00-2042	\$46.48
PR3849-1	OKLA TAX COMMISSION (20215)		98-00-00-2043	\$102.00
PR3849-1	U.S. TREASURY(20627		98-00-00-2044	\$156.72
		<b>Total</b>		<b>\$642.56</b>
		<b>Total</b>		<b>\$642.56</b>
JAN2014	BANK OF AMERICA 22774	Professional Development (Airport)	98-98-00-6048	\$0.00
JAN2014	BANK OF AMERICA 22774	Office Supplies	98-98-00-6101	\$0.00

**A/P Claims List**

from 2/19/2014 to 2/19/2014

Invoice #	Vendor	Description	Account	Cost
JAN2014	BANK OF AMERICA 22774	Minor Tools	98-98-00-6102	\$0.00
JAN2014	BANK OF AMERICA 22774	Safety Supplies/Apparel	98-98-00-6110	\$0.00
JAN2014	BANK OF AMERICA 22774	Building & Grounds	98-98-00-6112	\$84.70
JAN2014	BANK OF AMERICA 22774	Telephone & Internet	98-98-00-6301	\$256.52
JAN2014	BANK OF AMERICA 22774	Printing	98-98-00-6308	\$0.00
JAN2014	BANK OF AMERICA 22774	Airport Beacon	98-98-00-6315	\$537.33
JAN2014	BANK OF AMERICA 22774	Vehicle Maintenance	98-98-00-6316	\$0.00
JAN2014	BANK OF AMERICA 22774	Machine/Equipment Maintenance	98-98-00-6317	\$59.51
JAN2014	BANK OF AMERICA 22774	Professional Services	98-98-00-6373	\$0.00
		<b>Total</b>		<b>\$938.06</b>
		<b>Total AIRPORT FUND</b>		<b>\$938.06</b>
		<b>Total AIRPORT FUND</b>		<b>\$938.06</b>
		<b>Total All Funds</b>		<b>\$161,686.96</b>

**City of Guthrie**  
**A/P Claims List**  
 from 2/24/2014 to 2/24/2014

Invoice #	Vendor	Description	Account	Cost
FEB2014	OKLAHOMA NATURAL GAS COM	Natural Gas Billing - General	01-01-00-6307	\$3,731.06
		<b>Total</b>		<b>\$3,731.06</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$3,731.06</b>
		<b>Total GENERAL FUND</b>		<b>\$3,731.06</b>
FEB2014	OKLAHOMA NATURAL GAS COM	5	20-21-00-6307	\$4,828.50
		<b>Total</b>		<b>\$4,828.50</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$4,828.50</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$4,828.50</b>
1516267	SUNTRUST EQUIPMENT FINANC	Dump Truck - Streets Department - Quarterly	54-56-12-6708	\$7,116.70
		<b>Total STREET DEPARTMENT</b>		<b>\$7,116.70</b>
		<b>Total VEHICLES &amp; EQUIPMENT</b>		<b>\$7,116.70</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$7,116.70</b>
		<b>Total All Funds</b>		<b>\$15,676.26</b>