



62nd City Council
Mayor Mark Spradlin
Ward I – John Wood, Trey Ayers **Ward II** – Mary Coffin, Jeff Taylor
Ward III – Gaylord Z. Thomas, Sharyl Padgett

SPECIAL CITY COUNCIL MEETING WORKSHOP

Tuesday, August 5, 2014 at 6:00p.m.
City Hall 3rd Floor Conference Room
101 N. 2nd Street, Guthrie, Oklahoma, 73044

1. Roll Call.
2. Public Comments.
3. Discussion regarding Mobile Vendors.
4. Discussion regarding Downtown Improvements.
5. Discussion regarding FY15 Budget Draft.
6. Discussion regarding agenda items.
7. Request for future items of discussion.
8. Adjournment.



62nd City Council
Mayor Mark Spradlin
Ward I -Trey Ayers, John Wood Ward II - Mary Coffin, Jeff Taylor
Ward III - Gaylord Z. Thomas, Sharyl Padgett

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Tuesday, August 5, 2014 at 7:00pm
City Hall Council Chambers
101 N. 2nd Street, Guthrie, Oklahoma, 73044

- 1. Roll Call.
2. Community Announcements and Recognitions.
3. Consent Agenda.

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

- A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held July 15, 2014 1
B. Consider approval for the renewal of the contract with Waste Connections for the Guthrie Public Works Authority solid waste disposal including the modification.. 2
C. Consider approval of changes to the Personnel Policy Manual section 1100.6 Discipline Procedure.15
D. Consider approval of addition for Airport Manager under Section 500.17c11.1 of the Personnel Policy Manual for authorization of a take home vehicle 17

- 4. Adjournment.

CITY COUNCIL MEETING

62nd City Council
Tuesday, August 5, 2014, 7:00pm
City Hall Council Chambers
101 N. 2nd Street, Guthrie, Oklahoma, 73044

- 1. Roll Call.
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 July 15, 201421

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|--|----|
| B. Consider approval of minutes of the Regular City Council Meeting held on July 15, 2014 | 23 |
| C. Consider approval to authorize Library Staff to institute Food for Fines Program for two months. | 25 |
| D. Consider approval of changes to the Personnel Policy Manual section 1100.6 Discipline Procedure. | 15 |
| E. Consider approval of addition for Airport Manager under Section 500.17c11.1 of the Personnel Policy Manual for authorization of a take home vehicle. | 17 |
| F. Consider approval of Change Order No. 1 increasing the Streets Capital Improvement Project by \$3,850.00 due to adding additional asphalt that was previously approved and extending the contract with T.J. Campbell Construction Co. for sixty (60) days which will expire on September 18, 2014. | 27 |
| G. Consider approval to surplus vehicles and office furniture and allow the Purchasing Agent to dispose of said property in a way that is most beneficial to the City of Guthrie. | 29 |
| H. Consider approval of Resolution No. 2014-14 casting a vote for Gaylord "Z" Thomas to fill the Trustee position for the Board of Trustees of the Oklahoma Municipal Retirement Fund (OkMRF) representing Trustee-at-Large for a five year term beginning October 1, 2014 through October 1, 2019. | 35 |
| 3. Discussion and possible action on proposed amendments to Chapter Two, Article Three and Article Five, of the City of Guthrie Code of Ordinances for Beer Gardens and Special Event Permits concerning non-intoxicating and intoxicating beverages and declaring an emergency. | 43 |
| 4. City Manager's Report. | |
| 5. Requests/comments from members of the City Council. | |
| 6. Adjournment. | |

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING
July 15, 2014

The regular meeting of the Guthrie Public Works Authority was posted on Friday, July 11, 2014, before 5:00 p.m. and held July 15, 2014, in the Guthrie City Hall Council Chambers.

Pledge of Allegiance was led by Chairman Mark Spradlin.

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

Chairman Mark Spradlin called the meeting to order at 7:01 p.m.

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

Members Absent: None

Staff Present: Sereniah Breland Kim Biggs Randel Shadid
 Maxine Pruitt Jim Ahlgren Rene Spineto
 Cyndi O Damon Devereaux Aaron Ryburn
 Kevin Dixon

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

Community Announcements and Public Recognition.

- A. Recognition of Library Volunteers – Directory of Library Services, Cyndi O, provided appreciation certificates to volunteers who have helped with the summer program.
- B. Ms. Lucy Swanson distributed the Chamber of Commerce/Convention and Visitors Bureau Quarterly Report to councilmembers.

Consent Agenda. Motion by Vice Chairman Wood, seconded by Trustee Taylor, moved approval of the Consent Agenda as follows:

- A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held on July 1, 2014.

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

Aye: Spradlin, Wood, Ayers, Coffin, Thomas, Padgett, Taylor
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 7:10 p.m.

Kim Biggs, Secretary

Mark Spradlin, Chairman



Agenda Item Cover Letter

Meeting: City Council, Date of Meeting: August 5, 2014, Contact: Maxine Pruitt, Municipal Services Director

Agenda Item

Consider approval for the renewal of the contract with Waste Connections for the Guthrie Public Works Authority solid waste disposal including the modification.

Summary

In May of 2004 the Guthrie Public Works Authority entered into a contract with Waste Connections to manage the solid waste disposal for the residents and businesses of the City of Guthrie. In 2009 that contract was renewed for an additional five (5) years. 2014 is the year for either rebidding the contract or renewing the contract. Waste Connections has proven to be a good partner for the GPWA and for that reason, we chose to meet with Waste Connection representatives and see what could be done on behalf of the GPWA and the citizens of the City of Guthrie. Waste Connections was agreeable to letting the contract stand for another five (5) years with a modification that included three (3) items: (1) Waste Connections will sponsor an annual \$1,000 scholarship for one Guthrie High School graduate. The scholarship will be administered by the Guthrie Rotary Club. (2) Waste Connections will provide a residential route audit and work with the city to ensure correct billing by both the City of Guthrie and Waste Connections. (3) Blue poly carts will remain as the color for the residential customers and Waste Connections will begin replacing old carts with new carts over the 5-year contract renewal period.

Funding Expected: Revenue, Expenditure, Budgeted: Yes, No, Account Number: 20-21-00-6348, Amount: \$880,000, Legal Review: N/A, Required, Completed Date: 6/17/2014

Supporting documents attached

- Renewal Contract with Exhibit A and B
Renewal and Modification of Contract

Recommendation

Approve Waste Connections Renewal Contract with Exhibits A and B, and Renewal and Modification Contract.

Action Needed: Public Hearing, Motion, Emergency Clause

**RENEWAL OF CONTRACT FOR THE COLLECTION AND DISPOSAL OF TRASH AND GARBAGE IN
GUTHRIE, OKLAHOMA**

WHEREAS, Guthrie Public Works Authority (GPWA) and Waste Connections of Oklahoma, Inc. (Contractor) entered into an Agreement dated May 4, 2004, regarding the collection and disposal of trash and garbage and bulky waste; and

WHEREAS, the parties desire to make minor modifications to said contract upon the renewal term whereby

THE RENEWAL CONTRACT TERM made and entered this 1st day of September 2014, by and between Waste Connections of Oklahoma, Inc. (hereinafter called "Contractor") and Guthrie Public Works Authority (hereinafter called "GPWA").

WITNESSETH: In consideration of mutual promises and stipulations herein contained the parties hereto agree as follows:

SERVICES PROVIDED: The Contractor agrees to provide all services set out in its bid or request for proposal which is made a part hereof, to collect and dispose of all trash and garbage made available for collection in the manner and time set forth in this Contract, and, in so doing, the Contractor shall provide all materials, equipment, labor, supervision and other material and management items necessary to complete the work in accordance herewith, including:

1. "Trash and garbage" as used herein shall be interpreted to mean and include all waste, animal and vegetable matter, rubbish, trash, debris, ashes, tin cans and all other residential and commercial waste materials generally, but specifically excluding hazardous wastes, appliances containing Freon, batteries, earth or industrial waste, materials that accumulate as the result of building operations or industrial alterations, tree or tree stumps, bricks and/or heavy concrete, or materials as the same are defined in the applicable State and Federal regulations and in Item 2 below.
2. "Bulky Waste" shall include but not be limited to: discarded household appliances, discarded furniture, discarded carpet, discarded mattresses and box springs, water tanks, containerized do it yourself remodeling waste, fencing, and similar non-contracted items produced as refuse from single unit dwellings receiving collection services from Waste Connections of Oklahoma, Incorporated. All appliances with fluorocarbons must be certified Freon-free or compressors must be removed before collection may be completed. Appliances containing Freon can be picked up by special arrangement. All vegetative debris must be bundled in a maximum of 4 foot long, and 1 foot in diameter and may not weigh over 55 lbs per bundle. Items excluded under the definition of bulky waste include hospital and medical waste, oil poisons, acids and caustics, explosives, dirt and rocks, sewage and liquid waste, nuclear materials, gasoline, kerosene, propane tanks, degreasers, lubricants, tires and rims, antifreeze, paint, and construction and storm debris.
 - (A) Bulky waste shall be collected one time per month from each residential unit on a provided schedule. Bulky waste shall include the items listed in paragraph 2 and described in the Bulky Waste Program attached to and made part of the agreement, and may total to a maximum of three (3) cubic yards total per month. Each residential unit will be collected on

the schedule. For example, Monday residential customers will be collected on the first Wednesday of each month, Tuesday residential customers will be collected on the second Wednesday of each month, etc.

Four (4) bags or bundles will be collected weekly in conjunction with regular scheduled household garbage collection. Nominal quantities must be manageable by a single operator and weigh less than 35 pounds. If quantities do not meet the aforementioned standards, the items will be tagged and collected on the bulky waste monthly collection routes.

All waste in excess of the three (3) cubic yards per month will be collected and billed in accordance with paragraph 7 at \$11.90 per cubic yard. Citizens may take excess bulky waste to the Convenience Center.

3. Contractor shall provide curbside poly cart collection service for the collection of residential municipal solid waste to each residential unit in the City of Guthrie, on time per week.
4. Contractor shall provide adequate size and quantity of new commercial collection containers picked up the number of times each week as necessary to meet requirements of each business to the satisfaction of GPWA.
5. Except as hereinafter provided, all trash and garbage, shall be placed inside containers with lids closed and shall be made available for pickup by 7:00 o'clock a.m. for residential and 6:00 o'clock a.m. for commercial on the prescribed date of collection. Bulky Waste shall be placed by pickup by 7:00 o'clock a.m. for residential.

Date and time of collection shall remain the same after implementation of this Contract as before its implementation. Routes, dates of collection and time of collection may be changed by the Contractor with prior GPWA approval which shall not be unreasonably withheld.

(A) Contractor shall submit a map designating the residential unit collection route to the GPWA. Upon GPWA approval of the change of any route or date of collection the GPWA shall promptly give written or published notice to the affected residential unit.

6. Residential Containers and Bulky Waste shall be placed as close as practical to the curb designated for collection and shall be free of obstruction to accommodate standard collection vehicles. Commercial containers shall be placed at businesses in a location practical to accommodate the safe operation of the collection vehicle. No Commercial Containers shall be placed in any public right of way.
7. Monthly Bulky Waste pickup on normal pickup day will be per the bid of Contractor at no additional expense to GPWA. Other bulky waste shall be delivered by resident to citizens Convenience Center or arrangements made with the Contractor for a special pickup of such item at the resident's expense. The Contractor shall bill GPWA to collect the special pickup from the resident at a rate of \$11.90 per cubic yard.
8. A maximum of four (4) bags per collection day of leaves and lawn clippings may be placed at the curb in standard size plastic bags, weight not to exceed thirty-five (35) pounds per bag. A maximum of four (4) Lawn and Leaf Bags or Bundled Brush may be placed outside the cart and

must be no more than 4 feet long and no more than thirty-five (35) pounds. Additional containers will be available at GPWA for those residents who need additional service.

9. In the event any resident shall place an item for collection which does not reasonably satisfy the requirements as to size and weight set forth above the Contractor shall have no obligation to collect such item unless corrective action has been taken by the resident.
10. All work performed by the Contractor shall be performed in a workmanlike manner. In particular, the Contractor shall pickup and remove any trash or garbage which may fall to the ground as a result of the Contractor's work.
11. After pickup of trash and garbage, the Contractor shall return each trash container to the area in which it was made available to the Contractor pursuant to Item 6, above.
12. The City shall keep the public streets in good condition and the Contractor shall not be held liable for any damage to public property occurring as a result of City's failure to keep the public streets in good condition.
13. In the event of natural disaster the Contractor reserves the right, under its exclusive right, to provide services at a rate of \$11.90 per cubic yard for the removal and disposal of all refuse created by such occurrence during the first week not exceeding seventy (70) hours (10 hours per day) regardless of the involvement of the Federal Emergency Act Agency and/or the Oklahoma Emergency Management Agency (FEMA/OEMA). Contractor further agrees to meet or exceed all FEMA/OEMA guidelines with respect to the natural disaster hauling and disposal. If Contractor and GPWA cannot agree on natural disaster services the GPWA may hire another refuse collector to handle refuse from a natural disaster. Hiring of another refuse collector for refuse for natural disaster shall in no way effect the obligation of Waste Connections of Oklahoma, Inc. pursuant to this paragraph or any other provision of this Contract.
14. Annexation of Territory. In the event territory is annexed to the City of Guthrie, said territory shall be added to the Residential service area of the City of Guthrie, and shall be provided Residential service under the same conditions, rates, and schedules as is provided to the City of Guthrie under this Contract "provided, that the City and/or GPWA shall not be required to displace a private company unless the City and/or GPWA elects to do so by current City ordinance or pursuant to Title 12 O.S. § 22-105.1."
15. The Contractor agrees to indemnify and holds the City and/or GPWA, its residents, officers, agents and employees harmless for all claims, liabilities, cost, expenses, and damages of every description growing out of or connected with the performance of this Contract by the Contractor, whether in the nature of injury to persons including agents and employees of Contractor or the City or GPWA, or otherwise.
16. Insurance. The Contractor shall at all times during the term of this contract maintain in full force and effect employer's liability, Worker's Compensation, public liability and property damage insurance. All insurance shall be by insurers licensed to do business in the State of Oklahoma for policy limits acceptable to the GPWA, and before commencement of any work hereunder, the Contractor agrees to furnish GPWA certificates of other evidence satisfactory to GPWA to the effect that such insurance has been procured and is in force. For the purpose of

the contract, the Contractor shall carry the following types of insurance in the least the limits specified below:

| <u>COVERAGE</u> | <u>LIMITS OF LIABILITY</u> |
|--|--------------------------------|
| Worker's Compensation | Statutory |
| Employer's Liability | \$500,000.00 |
| Bodily Injury Liability (except automobile) | \$500,000.00 each occurrence |
| Property Damage Liability | \$500,000.00 each occurrence |
| Automobile Bodily Injury | \$1,000,000.00 each occurrence |
| Excess Umbrella Liability | \$5,000,000.00 each occurrence |

17. Holidays. The following days shall be considered holidays for the purpose of this contract: New Year's Day, Memorial Day, Independence Day, Thanksgiving Day and Christmas Day. Contractor may decide to observe any or all of the above mentioned holidays by suspension of collection services on the holiday, but such decision in no manner relieves Contractor of his obligation to provide collection service at Residential units one time per week. Collection service will shift one day following a Contractor observed holiday, i.e.: Monday collected Tuesday, Tuesday collected Wednesday, etc. Excess refuse that is bagged and not in carts will be picked up after Christmas and New Year's holiday.

18. Complaints. All complaints shall be made directly to the Contractor. Contractor's fax number is (405) 282-4941 and the telephone number is (405) 282-2500. In case of alleged missed scheduled collections, the Contractor shall investigate, and if such allegations are verified, shall arrange for collection of the refuse not collected as soon as possible, but not to exceed twenty-four (24) hours. Contractor shall maintain a record log of complaints and responses thereto and shall provide said log to GPWA monthly.

Contractor shall maintain an office or such other facilities within the City of Guthrie through which he can be contacted. It shall be equipped with sufficient telephones and shall have a responsible person in charge from 8:00 o'clock a.m. to 5:00 o'clock p.m. local time on regular collection days.

19. Collection Equipment. The Contractor shall provide an adequate number of vehicles to provide regular collection services. All vehicles, bins and other equipment shall be kept in good repair, appearance and in a sanitary condition at all times. The Contractor shall make available to the City a local number, which shall be answered by a responsible person from 8:00 o'clock a.m. to 5:00 o'clock p.m. on regular collection days.

20. Term. The initial renewal term of this contract shall be renewed for five (5) years with an option by the GPWA and the Contractor to renew the contract under its same terms and conditions for additional five (5) year terms. The option to renew shall be evidenced by annual appropriation for such purpose.

(A) During the term of this contract, the Contractor shall have the sole and exclusive right to provide services for collection and disposal of all solid waste materials (including, but not

limited to, those from residences, and commercial/industrial establishments) generated within the corporate limits of the City of Guthrie.

21. Basis and Method of Payment. For collection and disposal services required to be performed pursuant to this contract, the charges shall not exceed the rates as fixed by Exhibit "A" hereto attached and made a part of hereof together with those subsequent rates or modifications which may be approved by the GPWA and hereafter attached to and made part of this agreement.
22. Modification of Rates. All pricing for Residential rates included in Exhibit "A" will remain constant for the first twelve (12) months of the renewal term of the five (5) year contract renewal term. The second through fifth year rates of the initial renewal term will reflect a cost of living increase based on the Oklahoma Consumer Price Index (CPI-U) annually. CPI-U not to exceed two percent (2%) increases annually over the life of the contract without prior consent from the GPWA.
23. Future Contract Renewals. If GPWA exercises its options it will have rates adjusted based on the Oklahoma Consumer Price Index (CPI-U) not to exceed two percent (2%) annually over the life of the contract without prior consent from the GPWA.
24. Billing Services. GPWA agrees to act as billing agent during all terms of this contract. The Contractor will provide electronic billing information to GPWA in a format and a program compatible to GPWA and compatible with GPWA's existing electronic billing system.
 - A. For collection service required to be performed pursuant to this contract the charges shall not exceed the rates schedule set forth in Exhibit "A". The Contractor shall be entitled to payment for services rendered regardless whether or not GPWA collects from the customer for such service.
 - B. For special collection provided by Contractor the charges shall be negotiated between Contractor and producer prior to collection. If agreement cannot be reached, the matter may be submitted to GPWA for determination of a reasonable fee.
 - C. The refuse collection charges provided herein shall include all disposal costs and government mandated fees or charges.
 - D. Sales Tax. If sales tax is required to be collected as part of this agreement the GPWA will assess, collect, report and disperse to the State of Oklahoma any and all applicable sales tax.
 - E. Delinquent and Closed Accounts. The Contractor shall discontinue any refuse collection service as set forth in a written notice sent to it by the GPWA. Upon further notification by the GPWA, the Contractor shall resume refuse collection on the next regularly scheduled collection date. The GPWA shall indemnify and hold the Contractor harmless from any claims, suits, damages, liabilities, or expenses resulting from the Contractor discontinuing service in a location at the direction of the GPWA.

F. Contractor Billings to the GPWA. Payment of Contractor claims pursuant to this contract will be made one (1) time each month in accordance with other accounts payable claims against the GPWA. Invoices and documents must be received in the purchasing/accounts payable division of administrative services on the third Friday of the month, after the service month. Claims are presented to trustees of the GPWA on the first Tuesday of each month.

G. On the 1st day of September 2014, there are approximately 3870 house, mobile homes, apartments or other dwellings and 494 businesses in the City of Guthrie. It is recognized, however, that not all of these will require collection at all times and that the numbers of single family dwellings requiring collection will change from time to time. No charges will be made for homes or businesses vacant for an entire month. GPWA agrees to pay to the Contractor, and Contractor agrees to accept as full consideration for the work required of the Contractor hereunder for the rates established in Exhibit "A" per residence or commercial establishment per month.

25. Standard of Performance. In the event the Contractor at any time fails or refuses to perform faithfully any of the conditions of this Contract, the GPWA;

- A. May declare this Contract terminated;
- B. Shall have the right to cause the work required hereunder to be done by others and to deduct the cost of charges hereunder to be done by others and to deduct the cost of charge for such work from any amounts due the Contractor hereunder; and ,
- C. Shall have such other remedies as may be provided by law.
- D. In the event that it shall become impossible or unlawful for Contractor to continue the performance of this contract by reason of an Act of God, an Act of the Legislature herein after passed, or by Act of the City or by reason of a final order by the court of record in proceedings not instituted by or acquiesced in by the Contractor, directly or indirectly, and not due to any negligence upon the Contractor, the Contractor shall not be liable for damage for consequences arising solely out of such impossibility.

26. Convenience Center.

- A. GPWA shall pay to Contractor the service charges and adjustments set out in this agreement. GPWA shall pay all sales taxes and Contractor will pay all fees and other charges, if any, imposed by federal, state or local laws and regulations upon the collection, transportation or disposal of customers waste or the service. Contractor shall have the right to adjust service charges to reflect increases and the consumer price index based on the same formula set out previously in this agreement.
- B. Payment. GPWA shall process a payment request for the charges for the services rendered by the Contractor upon receipt of previous box sales.

- C. Non-Hazardous Waste Only. GPWA shall not place any waste in the equipment which requires special handling, including but not limited to, items such as tires or white goods (refrigerators, freezers, air conditioners that have not had Freon removed, and appliance tagged).
- D. Equipment. All equipment furnished by Contractor shall remain the property of Contractor and GPWA shall not modify the equipment or use it for any purpose other than the provision of this service. GPWA accepts responsibility and liability for the equipment and its contents except for normal wear and tear or loss or damage resulting from Contractors handling of the equipment and grants the Contractor the right of access to the equipment at all reasonable times.
- E. Company's Responsibility. The turnaround time to haul off full boxes and reset for empty boxes shall be not to exceed forty-eight (48) hours.
- F. Equipment at Convenience Center. 6-30 cubic yard roll-off units on call for a charge as set out in Exhibit "A" hereto for roll-offs with no monthly service charge.

27. Metal Recycling.

- A. Price. GPWA shall pay to Contractor the service charges and adjustment set out in this agreement. GPWA shall pay all taxes, fees and other charges, if any, imposed by federal, state or local laws upon the collection, transportation or disposed of GPWA recycled materials. Contractor shall have the right to adjust service charge to reflect increases in the consumer price index pursuant to the formula hereinbefore set out in this agreement. All pickup rates shall be consistent, be it for steel or aluminum.
- B. Payment. GPWA shall process payment request with charges for the services rendered by the Contractor upon receipt of previous box sales.
- C. Non-Hazardous Waste Only. GPWA shall not place any waste in the equipment which requires special handling, including but not limited to, items such as, tires or white goods (refrigerators, freezers, air conditioners that have not had Freon removed, and appliance tagged)
- D. Equipment. All equipment furnished by Contractor shall remain the property of the Contractor and GPWA shall not modify the equipment or use it for any purpose other than the provision of this service.
- E. GPWA Responsibility. Contractor shall not be liable to GPWA for failure to perform the service due to events beyond its control, including but not limited to, strikes, rights, fires, governmental actions, changes in law, weather, acts of God.
- F. Contractor Responsibility. If metal box is rejected, for any reason, the contractor shall provide the GPWA proof of rejection and reason for the rejection.
- G. Site Location. Recycling containers shall be placed at the Convenience Center, 1506 North Academy Road, Guthrie, Oklahoma 73044.

- H. Equipment for Recycling. Two 40 cubic yard and one 30 cubic yard roll-off units on call for a charge per Exhibit "A" attached hereto a made a part hereof. Recyclable material shall be sold to the highest priced purchaser and GPWA shall receive 100% of said gross sales price. Nothing shall preclude the City from instituting modifications to this contract to include rates and service to implement a curbside recycling program during the terms of this contract.
28. Special Events. Contractor agrees to provide at a minimum charge or at no charge to the Event Operator, City of Guthrie or GPWA , Trash Service according to Exhibit "B" attached hereto and made a part hereof.
29. Community Trash Event and Bulk Waste Pickup. The Contractor will provide one (1) community trash event per year providing up to twelve (12) roll-off containers at the Convenience Center during the community trash event at no additional charge to the GPWA.
30. Penalties. Missed pickups and any failure listed below shall be reported to the Contractor promptly via fax.
- A. Failure or neglect to collect refuse from any premises at those times provided in this Contract: \$10.00 per incident.
 - B. Failure or neglect to Correct chronic problems in any category set forth in the contract (chronic shall mean three or more incidents at the same premises): \$50.00 each chronic problem.
 - C. Failure or neglect to complete each refuse collection route on the regular scheduled pickup day: \$250.00 each failure or neglect to complete.
 - D. Failure or Neglect to finish the uncompleted refuse collection route of the previous day on the next calendar day: \$500.00
 - E. Damage to any public property: Actual costs of repair to damaged public property.
31. Non-Assignment. Neither party may assign this contract (other than an affiliate of the Contractor) or any part hereof to another contractor without the written consent of the other, nor shall the Contractor (other than an affiliate of the Contractor) assign any monies due or to become due hereunder without the previous consent of the GPWA.
32. Non-Discrimination. The Contractor shall not discriminate against any person because of race, Sex, age, creed, color, religion or national origin.
33. Compliance with Law. The Contractor shall conduct operations under this contract in compliance with all applicable laws; provided, however that the contract specifications shall govern the obligation of the Contractor if there exist conflicting ordinances of the City of Guthrie on the subject.
34. Effective Date. Effective date of this initial contract renewal shall be effective for a five (5) year period upon its execution. The performance of such contract renewal shall begin on the 1st day of September 2014 through the 31st day of August 2019.

35. Performance Bond. The Contractor shall furnish a corporate surety bond for the performance of this contract. Said bond must be in the amount of \$100,000.00. Premium for the bond shall be paid by Contractor. A certificate from the surety company showing that the bond premiums are paid in full shall accompany the bond. The surety on the bond shall be duly authorized corporation surety authorized to do business in the State of Oklahoma. Attorneys In Fact who sign performance bonds must file with the bond a certified copy of their power of Attorney, showing on its face the effective date thereof.
36. City Exemption. Contractors shall not charge the GPWA for refuse collection at its City of Guthrie/Guthrie Public Works Authority owned and operated facilities.
37. Exclusive Contract. The Contractor shall have the sole exclusive franchise, license and privilege to provide solid waste and recycling collection of services within the corporate limits of the City of Guthrie.
38. Entire Agreement. The contract contains the entire agreement between the parties hereto with respect to the subject matter hereof, and there are no understandings or agreements other than those expressly set forth herein. Amendment of this contract shall be only by written instrument signed and dated by the parties, making specific reference to this contract. See Contract modification dated December 2, 2008 and Contract modification dated June 2, 2009 attached to and made part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this contract renewal to be executed this 1st day of September, 2014.

WASTE CONNECTIONS OF OKLAHOMA, INC.

By: _____

ATTEST:

By: _____

GUTHRIE PUBLIC WORKS AUTHORITY

By: _____

ATTEST:

By: _____

Exhibit A
Rates for September 1, 2014 through August 31, 2015

City of Guthrie 2014/2015 Service Prices

| Residential Containers | 1 x W | | | | | Extra Lift |
|----------------------------------|--------------|--|--|--|--|-------------------|
| (1) 95 gal. Polycart Curbside | 7.88 | | | | | n/a |
| (1) 95 gal. Polycart house side | 7.88 | | | | | n/a |
| (as approved by City Manager) | | | | | | |
| Each additional 95 gal. Polycart | 4.67 | | | | | |
| Duffys Town | 17.19 | | | | | 17.19 |
| Add'l Cart | 5.73 | | | | | 5.73 |
| Outside Poly Cart | 13.70 | | | | | |
| Add'l Outside | 13.70 | | | | | |

| Commercial or Industrial | 1 x W | 2 x W | 3 X W | 4 X W | 5 X W | Extra Lift |
|----------------------------------|--------------|--------------|--------------|--------------|--------------|-------------------|
| (1) 95 gal. Polycart curbside | 13.47 | 22.20 | 37.36 | 63.09 | 128.51 | 17.08 |
| Each additional 95 gal. Polycart | 4.67 | | | | | |
| (1) 2 cubic yard metal bin | 37.46 | 73.10 | 106.31 | 121.40 | 151.49 | 30.74 |
| Each additional 2 yard bin | 24.28 | 48.56 | 72.84 | 97.13 | 121.40 | |
| (1) 3 cubic yard metal bin | 51.39 | 102.39 | 141.93 | 182.10 | 232.88 | 30.40 |
| Each additional 3 yard bin | 30.37 | 60.70 | 91.05 | 121.40 | 151.88 | |
| (1) 4 cubic yard metal bin | 62.08 | 105.15 | 151.49 | 182.10 | 202.33 | 30.40 |
| Each additional 4 yard bin | 36.43 | 72.84 | 109.29 | 144.94 | 182.10 | |
| (1) 6 cubic yard metal bin | 63.26 | 124.12 | 185.70 | 242.80 | 305.69 | 35.76 |
| Each additional 6 yard bin | 42.03 | 92.26 | 138.40 | 184.53 | 230.68 | |
| (1) 8 cubic yard metal | 77.33 | 151.88 | 230.87 | 268.69 | 369.04 | 35.76 |
| Each additional 8 yard bin | 50.18 | 100.37 | 150.55 | 200.72 | 250.90 | |
| (1) 10 cubic yard metal bin | 85.49 | 170.98 | 255.85 | 341.94 | 427.42 | 35.76 |
| Each additional 10 yard bin | 59.84 | 120.60 | 164.46 | 228.18 | 274.46 | |
| Locking System per container | 61.90 | | | | | |
| (for one time set up charge) | 11.76 | | | | | |

Contractor shall furnish and maintain polycarts and metal bin containers.

Authority/City shall approve eligibility for house side pickup.

| Roll Off Containers | Per Pull Including Disposal Cost | Daily Rental | Monthly Rental |
|------------------------------------|---|---------------------|-----------------------|
| 1-20 cubic yard roll off container | 262.86 | 2.34 | 75.94 |
| 1-30 cubic yard roll off container | 292.06 | 2.34 | 75.94 |
| 1-30 cubic yard roll off recycle | 307.58 | 2.34 | 75.94 |
| 1-40 cubic yard roll off container | 321.26 | 2.34 | 75.94 |

All debris will exclude hazardous waste.

| Compactor Containers | Per Pull Including Disposal Cost | Daily Rental | Monthly Rental |
|--|---|---------------------|-----------------------|
| This is evaluated by customer depending on type of waste and equipment needed. | | | |
| All debris will exclude hazardous waste. | | | |
| Auto Quip | 384.19 + 1.25 per ton state fee | | 75.94 |
| WalMart Broker Account | 400.84 + 29.45 per ton + state fee | | 101.07 |

Exhibit B

City of Guthrie Special Events Garbage Service

September 1, 2014 through August 31, 2019

| Month | Activity | Service | Rate |
|--------------------|---|---|-------------------------|
| April | City Wide Spring Clean Up Per contract-service until job completed | 12 Qty., 30 Yd. R/O | No Charge |
| April | 89ers Parade & Carnival Reduced rates-special weekend P/U- service until job is completed | 6 Qty., 8 Yd. F/L 100 Event Boxes Weekend P/U | No Charge |
| May – July | Summer Little League Donated-service until job completed | 1 Qty., 3 Yd. | No Charge |
| October | International Bluegrass Festival Sponsorship-service until job complete | 12 Qty., 8 Yd., 100 Event Boxes, 40 | No Charge |
| October | Masonic Reunion/Renaissance Fair Reduced rate-service until job completed | 2 Qty., 8 Yd. | Reduced Rates |
| December | Territorial Christmas Donated-Additional Service | Downtown Street Cans | No Charge |
| All Year | Girl Scouts Aluminum Can Recycling Program/Fundraiser since 1995. All funds generated are donated to the local Girl Scouts. | | No Charge |
| Weekly Pick-ups | Commercial Accounts Cardboard Recycle | 1 Qty., 8 Yd. | \$55.00 Per Month |

**RENEWAL AND MODIFICATION OF CONTRACT FOR COLLECTION AND DISPOSAL
OF TRASH AND GARBAGE IN GUTHRIE, OKLAHOMA**

THIS RENEWAL AND MODIFICATION OF THE CONTRACT, made and entered into this _____ day of _____, 2014, by and between Guthrie Public Works Authority (GPWA) and Waste Connections of Oklahoma, Inc. (Contractor) WITNESSETH:

1. **TERM:** The Contractor agrees to the renewal and modification of the current contract and the GPWA agrees to grant such renewal and modification with the following: The modified initial term of this contract shall be for a period of five (5) years from the effective date of service September 1, 2014 and thereafter, if shall be renewed for up to five (5) year terms upon mutual agreement of the parties.

2. **BASIS AND METHOD OF PAYMENT:** Rates as fixed in Exhibit A attached, and agreed upon by both parties shall be made part of the contract dated May 4, 2004 and rates shall be reflected on the effective date of the renewal and modification _____, 2014.

WHEREAS, the parties desire to make two minor modifications to said contract **(1)** whereby the Contractor will sponsor an annual \$1000 scholarship for one Guthrie High School graduate which will be administered through the Guthrie Rotary Club. **(2)** The Contractor will provide a residential route audit and work with the city to ensure correct billing by both parties. **(3)** Blue poly carts will remain as the color for the residential customers and the Contractor begin replacing old carts with new over the 5-year contract renewal period.

The balance of the May 4, 2004, Agreement remains in full force and effect.

Executed the _____ day of _____, 2014.

GUTHRIE PUBLIC WORKS AUTHORITY

By: _____
Chairman

WASTE CONNECTIONS OF OKLAHOMA, INC.

By: _____
State-Municipal Marketing Manager



Agenda Item Cover Letter

Meeting

X City Council
X GPWA
Other:

Date of Meeting

August 5, 2014

Contact

Jim Ahlgren,
Director of Human
Resources

Agenda Item

Consider approval of changes to the Personnel Policy Manual section 1100.6 Discipline Procedure.

Summary

The current discipline procedure as written is not current to practices followed and requires updating. The proposed revisions reflect current practice and continues to allow employees protection from unjust discipline or adverse actions.

Funding Expected Revenue Expenditure x N/A

Budgeted Yes No x N/A

Account Number Amount

Legal Review x N/A Required Completed Date:

Supporting documents attached

- Revised 1100.6 Discipline Procedure

Recommendation

Approve the revised procedure.

Action Needed Public Hearing X Motion Emergency Clause

1100.6 Discipline Procedure: The usual steps in the discipline procedure shall be;

- a. Supervisor shall notify the HR Director that attempts at correction of the behavior have not worked and that an action regarding wages and/or status may be warranted.
- b. The HR Office will investigate the situation. Typically a meeting with the supervisor and affected employee is held.~~issue a "Notice of Hearing" which will contain the hearing date, place, time and name of the Hearing Officer. The "Notice of Hearing" will have an "Exhibit A" attached which will give the specifics of the alleged violation. The hearing date will be held as soon as possible (usually within 48 hours). The Hearing Notice will contain a method by which the employee may waive the right to a hearing and accept whatever disciplinary action was recommended by the Supervisor.~~
- c. Usually the employee will remain on duty until the hearing date. However, if in the opinion of the Supervisor, it would be detrimental to the Department for the employee to remain on duty, the employee may be placed on Administrative Leave with pay, until the Hearing date. The placement on Administrative Leave must be approved by the City Manager. If the employee delays the Hearing investigation date, the leave with pay shall end on the original hearing such date.
- d. The hearing meeting will be conducted by a Hearing Officer appointed by the City Manager Human Resources. The hearing meeting shall be informal and not follow any strict rules of evidence. The purpose is to allow the parties a chance to be heard and present credible evidence. The supervisor will be responsible for presenting relevant information that caused the recommended disciplinary action. The employee will have the right to present any facts relevant to the action and "his side of the story". The employee has the right to be represented by legal counsel (at the employee's own expense), but the employee will be required to speak in his own defense.
- e. The Hearing Officer Human Resources will review all relevant documents, including items contained in the employee's personnel file. The Hearing Officer Human Resources will then make a decision as to the proper disciplinary action. The decision shall be put in writing and distributed to the employee, the Department Head and the City Manager. The decision of the Hearing Officer Human Resources will usually be issued within 5 days of the hearing in a timely manner.
- f. If the employee wishes to appeal the action of the Hearing Officer Human Resources, the employee must submit a written appeal to the City Manager's office within two (2) working days. The Manager will review the new evidence or the reason for the appeal with the employee in a post-determination hearing. The decision of the City Manager will be final.



Agenda Item Cover Letter

Meeting

X City Council
X GPWA
Other: _____

Date of Meeting

August 5, 2014

Contact

Jim Ahlgren
Human Resource Director

Agenda Item

Consider approval of addition for Airport Manager under Section 500.17c11.1 of the Personnel Policy Manual for authorization of a take home vehicle.

Summary

Under the current provisions for take home vehicles the Airport Director is not listed. The current positions authorized for take home use of a vehicle are: Police Chief, Deputy Police Chief, Fire Chief, Deputy Fire Chief, Public Works Director, Animal Control Officer, Water Resources, Street Superintendent, and Parks and Public Grounds Superintendent. Currently the employees that utilize a take home vehicle are Fire Chief, Animal Control Officer, Water Resources, Parks and Public Grounds Superintendent, and Street Superintendent.

This position is called out from home during non-work hours for airport needs. A vehicle is currently assigned to the Airport Manager but not as a take-home. Staff requests the position of Airport Manager to be added to the positions that are allowed a take-home vehicle.

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

Supporting documents attached

- Revised section 500.17c11.1

Recommendation

Approve revised section 500.17c11.1

Action Needed Public Hearing X Motion Emergency Clause

500.17 PERSONAL USE OF CITY VEHICLES: Personal use of a City vehicle shall be defined as the use of a City vehicle for the purpose of commuting to and from work or other use not within the official duties of an employee.

- a. The four types of usage of City vehicles by personnel are;
 1. Use by employees in the division for driving from work site to work site.
 2. Exclusive use vehicles (during work hours)
 3. Take-home vehicles
 4. Call-out vehicles
- b. General Policies;
 1. Employees must operate City vehicles in accordance with traffic rules and regulations.
 2. Employees are to keep vehicles clean and report any mechanical trouble to supervisor.
 3. Employees are not to perform any mechanical work on City vehicles-minor adjustments, replacements, may be made with proper authorization
 4. Employees should check the fluid levels of vehicles before use and record any adjustments
 5. Employees are not to use City vehicles for personal business or to transport non City personnel
- c. Guidelines for use of "1", "driving from site to site"
 1. Vehicle, when not in use, is to be parked at the primary work site.
 2. Drivers are required to have the appropriate license for the type vehicle.
 3. If equipped, drivers and passengers shall wear seat belts.
 4. Non City employees are not to be allowed as passengers unless a "ride-a-long" release has been approved by the Department Head or City Manager.
 5. Vehicles are not to be used for personal business (excluding stops for break periods-which should be limited to the nearest convenience site to the work place.
1. Guidelines for use of "2", "exclusive use vehicles:
 1. During normal work hours, the vehicle is assigned to one person for their exclusive use.
 2. After normal work hours, vehicle shall be parked at the primary work site.
 3. Drivers are required to have the appropriate license for the type vehicle.
 4. Drivers & passengers are to wear seat belts.
 5. Non City employees are not to be allowed as passengers unless a "ride-along" release has been approved by the Department Head.

6. Vehicle should only be used for City business, but may be driven to breaks, lunch, or out of town on City business or attending a meeting representing the City.

500.18 PERSONAL USE OF CITY VEHICLES: Personal use of a City vehicle shall be defined as the use of a City vehicle for the purpose of commuting to and from work or other use not within the official duties of an employee.

- b. The four types of usage of City vehicles by personnel are;
 5. Use by employees in the division for driving from work site to work site.
 6. Exclusive use vehicles (during work hours)
 7. Take-home vehicles
 8. Call-out vehicles
- c. General Policies;
 6. Employees must operate City vehicles in accordance with traffic rules and regulations.
 7. Employees are to keep vehicles clean and report any mechanical trouble to supervisor.
 8. Employees are not to perform any mechanical work on City vehicles-minor adjustments, replacements, may be made with proper authorization
 9. Employees should check the fluid levels of vehicles before use and record any adjustments
 10. Employees are not to use City vehicles for personal business or to transport non City personnel
- d. Guidelines for use of "1", "driving from site to site"
 6. Vehicle, when not in use, is to be parked at the primary work site.
 7. Drivers are required to have the appropriate license for the type vehicle.
 8. If equipped, drivers and passengers shall wear seat belts.
 9. Non City employees are not to be allowed as passengers unless a "ride-a-long" release has been approved by the Department Head or City Manager.
 10. Vehicles are not to be used for personal business (excluding stops for break periods-which should be limited to the nearest convenience site to the work place.
2. Guidelines for use of "2", "exclusive use vehicles:
 7. During normal work hours, the vehicle is assigned to one person for their exclusive use.
 8. After normal work hours, vehicle shall be parked at the primary work site.
 9. Drivers are required to have the appropriate license for the type vehicle.
 10. Drivers & passengers are to wear seat belts.

11. Non City employees are not to be allowed as passengers unless a “ride-along” release has been approved by the Department Head.
 12. Vehicle should only be used for City business, but may be driven to breaks, lunch, or out of town on City business or attending a meeting representing the City.
3. Guidelines for use of “3”, “take-home vehicle”
1. Positions, authorized by City Manager, may have the use of a City vehicle for commuting to and from work. Those positions are;

| | |
|---------------------------------------|-------------------------------|
| Police Chief | Deputy Police Chief |
| Fire Chief | Deputy Fire Chief |
| Public Works Dir. | Street Superintendent |
| Animal Control Officer | Water Resource Superintendent |
| Parks & Public Grounds Superintendent | |
| Airport Manager | |

MINUTES

CITY COUNCIL MEETING
Council Workshop
July 15, 2014

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Friday, July 11, 2014, before 5:00 p.m. and held July 15, 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 Trey Ayers Sharyl Padgett
 John Wood Gaylord Z. Thomas

Members Absent: Mary Coffin Jeff Taylor

Staff Present: Sereniah Breland Kim Biggs Randel Shadid
 Maxine Pruitt Jim Ahlgren Rene Spineto
 Cyndi O Damon Devereaux

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

Public Comments. None.

Fiscal Year 2013 Audit Report. The City of Guthrie is in receipt of the FY 2013 Audit Report prepared by Arledge & Associates (firm). The firm submitted reports explaining the audited financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Guthrie. The audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in the firm's opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. The firm conducted the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. At September 30, 2013 the City had no compliance or internal findings.

Councilmember Jeff Taylor present at 6:04 p.m.

Councilmember Mary Coffin present at 6:07 p.m.

Library Annual Update. Cyndi O, Director of Library Services, provided City Council with a department update of activities and services provided in Fiscal Year 14.

Discussion regarding agenda items:

Change Order No .2 increasing AMR/AMI Project by \$101,793 and thirty (30) day extension. Professional Meters, Inc., the contractor working for UTS, took inventory of all meters in the ground documenting the different meter sizes, lay lengths, and undocumented meters. Line Maintenance expected the quantity of meter sizes to be different than originally ordered due to the age of the system and condition of meter pits. The meters initially purchased based on City records will be returned for credit when the project is completed. The amount of the credit is not known at this time. The original loan amount for this project was for \$1,200,000. The contract was awarded to UTS in the amount of \$1,154,915, leaving \$45,085 remaining in original loan amount to cover this change order. Staff proposes using the OKC Waterline Fund to pay the remaining balance of \$56,708. The OKC Waterline Trust Agreement through its Amendments allows the Authority to use funds for capital improvements to the water supply, storage, treatment and distribution system and the sanitary sewer collection and treatment system.

Adjournment. There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 6:35 p.m.

Kim Biggs, City Clerk

Mark Spradlin, Mayor

MINUTES

CITY COUNCIL MEETING

July 15, 2014

The regular meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, July 11, 2014, before 5:00 p.m. and held July 15, 2014, in the Guthrie City Hall Council Chambers.

Mayor Mark Spradlin called the meeting to order at 7:11 p.m.

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

Members Absent: None

| | | | |
|----------------|------------------|-----------------|---------------|
| Staff Present: | Sereniah Breland | Kim Biggs | Randel Shadid |
| | Maxine Pruitt | Jim Ahlgren | Rene Spineto |
| | Cyndi O | Damon Devereaux | Aaron Ryburn |
| | Kevin Dixon | | |

Mayor Spradlin declared a quorum with all seven (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 minutes of the Special City Council Workshop Meeting held on July 1, 2014.
- B. Consider approval of minutes of the Regular City Council Meeting held on July 1, 2014.
- C. Consider approval of minutes of the Special City Council Meeting, Council Retreat, held on June 17, 2014.
- D. Consider approval of Change Order No. 2 increasing the AMR/AMI Project by \$101,793 due to different quantities and sizes of water meters originally ordered and extending the contract with Utility Technology Services, Inc. for thirty (30) days expiring August 18, 2014.
- E. Consider approval of service weapon to be provided as a token of appreciation to Chief Damon Devereaux for 22 plus years of faithful service to the City of Guthrie.
- F. Consider approval of School Resource Officer (SRO) Agreement between the City of Guthrie and Guthrie Public School District.
- G. Consider approval to award RFQ No. 2014-05, Airport Engineering Consultant, to CEC Infrastructure Solutions for the Guthrie-Edmond Regional Airport.

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

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

Nay: None

Mayor Spradlin declared the motion carried unanimously.

Resolution No. 2014-13. Motion by Councilmember Thomas, seconded by Councilmember Taylor, moved approval of Resolution No. 2014-13 approving participation with the State of Oklahoma Department of Transportation for the installation and maintenance of traffic signals. Councilmembers entered their votes and the votes were displayed with the following results:

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

Nay: None

Mayor Spradlin declared the motion carried unanimously.

City Manager's Report. City Manager Breland updated Council on the progress of refilling Mineral Wells pond and announced that 100+ city managers will be in Guthrie this week for the annual City Managers Association conference.

Requests/comments from members of the City Council. Updated the community on events happening in Guthrie, thanked Chief Devereaux for his years of service, and thanked staff for a clean audit.

Adjourn. There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 7:23 p.m.

Kim Biggs, City Clerk

Mark Spradlin, Mayor



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

August 5, 2014

Contact

Cynthia O, Director of
Library Services

Agenda Item

Consider approval to authorize Library Staff to institute Food for Fines Program for two months.

Summary

As part of the library's continuing effort to support the citizens of Logan County, the staff will offer a Food for Fines program from August 5 through September 30, 2014. For each can of food a customer brings into the library, the library will forgive \$1 in fines for that individual's account. Food may not be exchanged for lost or damaged library materials fees. The library will accept only undamaged canned goods. Collected food will be given to God's Food Bank. This benefits the citizens who depend on God's Food Bank as well as our library customers.

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

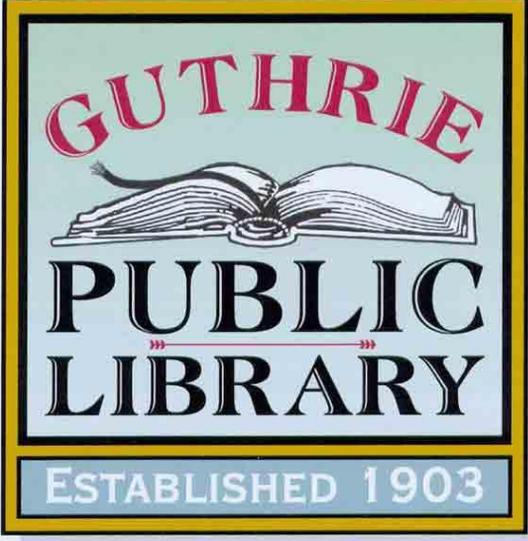
Supporting documents attached

- 2014 Food4Fines.pdf

Recommendation

Authorize Library Staff to institute Food for Fines program from August 5 through September 30, 2014.

Action Needed Public Hearing X Motion Emergency Clause



Food for Fines



From **5 August – 30 September**, donate canned goods in exchange for overdue fines

1 canned food item = \$1 off fines

Food cannot be exchanged for lost or damaged library materials
Undamaged canned goods only- no perishables, jars, or bags

**All donations go to
God's Food Bank**



Agenda Item Cover Letter

| | | |
|--|--|--|
| Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____ | Date of Meeting August 5, 2014 | Contact Jessie Bryan Purchasing Agent |
|--|--|--|

Agenda Item

Consider approval of Change Order No. 1 increasing the Streets Capital Improvement Project by \$3,850.00 due to adding additional asphalt that was previously approved and extending the contract with T.J. Campbell Construction Co. for sixty (60) days which will expire on September 18, 2014.

Summary

The City Council awarded the 2014 CIP Streets Project to TJ Campbell Construction Co. who was the lowest bidder. After careful review of the bid specifications the streets department and a representative from T.J. Campbell Construction Co. caught an error on the amount of asphalt called out on one street. The cost to add the additional 1 inch of asphalt is \$3,850.00. This project, with the change order, will remain within budget.

| | | | |
|-------------------------|---|---|------------------------------|
| Funding Expected | <input type="checkbox"/> Revenue | <input checked="" type="checkbox"/> Expenditure | <input type="checkbox"/> N/A |
| Budgeted | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Account Number | <u>54-55-12-6521</u> | Amount | <u>\$3,850.00</u> |

Supporting documents attached:

- Change Order No. 1

Recommendation

Approve Change Order No. 1 increasing the Streets Capital Improvement Project by \$3,850.00 and extending the contract with T.J. Campbell for sixty (60) days expiring September 18, 2014.

Action Needed Public Hearing Motion Emergency Clause

CHANGE ORDER NO. 1

The undersigned agree as follows:

1. The purpose of the Change Order is to amend the terms of the agreement between the City of Guthrie (Owner) and TJ Campbell Construction Company (Distributor) dated June 18, 2014 including all approved amendments(Agreement).
2. Proposed changes to the project:
 - a. Amount of the agreement to increase by \$3,850.00
 - b. Extend the length of the contract sixty days to expire September 18, 2014
3. The contract price prior to this change order was \$174,100.
4. The new contract price including this change order shall be \$177,950.
5. The schedule of work shall be increased by 60 days.
6. The other terms and conditions in the Agreement remain in full force and effect.

Dated this ____ day of _____, 2014

City of Guthrie

TJ Campbell

Sign: _____

Sign: _____

Title: _____

Title: _____

Date: _____

Date: _____



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Other: _____

Date of Meeting

August 5, 2014

Contact

Jessie Bryan,
Purchasing Agent

Agenda Item

Consider approval to surplus vehicles and office furniture and allow the Purchasing Agent to dispose of said property in a way that is most beneficial to the City of Guthrie.

Summary

The following vehicles are being retired due to age, mileage, parts availability and maintenance costs exceeding the value of the vehicles. Code Enforcement has one (1) 1994 Ford Crown Victoria which has been replaced with a 2002 F-150, handed down by the Fire Department. Mileage was 148,000 as of July 2013 and maintenance costs at that time were 9,373.63. Police Department has three (3) Ford Crown Victoria Police Interceptors that were identified to be replace when the new 2014 Ford Explorers were purchased. Fire Department has one (1) 1984 M923 Fire Suppression Truck Military 5 ton 6x6 cab & chassis. This vehicle has brake, air system and cooling system problems. This truck has been replaced with a newer more dependable unit. Office furniture includes several desks and storage cabinets. It would be prudent to surplus these items.

| | | | |
|-------------------------|---|--|------------------------------|
| Funding Expected | <input checked="" type="checkbox"/> Revenue | <input type="checkbox"/> Expenditure | <input type="checkbox"/> N/A |
| Budgeted | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> N/A |
| Account Number | <u>01-00-00-5419</u> | Amount | <u>Unknown</u> |
| Legal Review | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Required | Completed Date: _____ |

Supporting documents attached

- City of Guthrie Fixed Asset Transaction Forms

Recommendation

Approve to surplus vehicles and office furniture and allow the Purchasing Agent to dispose of said property in a way that is most beneficial to the City of Guthrie

Action Needed Public Hearing Motion Emergency Clause

FORM 2
CITY OF GUTHRIE/GUTHRIE PUBLIC WORKS AUTHORITY
FIXED ASSET TRANSACTION FORM

DATE: 7/29/2014

DEPARTMENT: Enforcement

ASSET DESCRIPTION
1994 Ford Crown Victoria

HP: 190

Engine Size: 4.6L

Dump Bed: Cu.Yds.

Bucket Size: Cu.Yds.

SERIAL OR VIN NUMBER: 2FALP71W1RX157559

COST: _____

DATE ITEM RECEIVED: _____

PO NUMBER ISSUED FOR THIS PURCHASE: _____

ASSET NUMBER ASSIGNED: _____ (for new purchases only)

LOCATION WHERE THIS ASSET WILL BE KEPT: _____

ACTION TAKEN

RETIREMENT

____ TRANSFER IN
FROM _____

____ DONATED OR CONTRIBUTION

____ TRANSFER OUT
TO _____

____ OTHER DISPOSAL

____ OTHER ADDITION

EXPLANATION OF ACTION TAKEN:

Unit is being retired due to age, mileage, parts availability and maintenance costs.

Mileage as of our last work order on 7/21/2013 was: 148,673

Maintenance costs at that time were: \$9,373.63

**** Unit has been replaced with a 2002 F-150 handed down by the Fire Department.

Asset Number 12 (Only use for assets retired, transferred or otherwise disposed of)

Department Head Signature

NOTE: RETURN THIS FORM TO THE PURCHASING OFFICE WHEN COMPLETE

FORM 2
CITY OF GUTHRIE/GUTHRIE PUBLIC WORKS AUTHORITY
FIXED ASSET TRANSACTION FORM

DATE: 7/29/2014

DEPARTMENT: Fire Suppression

ASSET DESCRIPTION

1984 M923

6x6, 5 ton cab & chassis

SERIAL OR VIN NUMBER: NLOGMT C523-06124

COST: _____ DATE ITEM RECEIVED: _____

PO NUMBER ISSUED FOR THIS PURCHASE: _____

ASSET NUMBER ASSIGNED: _____ (for new purchases only)

LOCATION WHERE THIS ASSET WILL BE KEPT: _____

ACTION TAKEN

RETIREMENT

____ TRANSFER IN
FROM _____

____ DONATED OR CONTRIBUTION

____ TRANSFER OUT
TO _____

____ OTHER DISPOSAL

____ OTHER ADDITION

EXPLANATION OF ACTION TAKEN:

Military 5 ton 6x6 cab & chassis truck.

This unit is being retired due to age, parts availability & parts availability

Vehicle has brake problems, air system problems and cooling system problems.

Truck has been replaced by the Fire Department with a newer more dependable unit.

Asset Number 57

(Only use for assets retired, transferred or otherwise disposed of)

Department Head Signature

NOTE: RETURN THIS FORM TO THE PURCHASING OFFICE WHEN COMPLETE

FORM 2
CITY OF GUTHRIE/GUTHRIE PUBLIC WORKS AUTHORITY
FIXED ASSET TRANSACTION FORM

DATE: 7/29/2014

DEPARTMENT: Police

ASSET DESCRIPTION
1993 Ford Crown Victoria Police Interceptor

SERIAL OR VIN NUMBER: 2FACP71W1PX181390

COST: _____ DATE ITEM RECEIVED: _____

PO NUMBER ISSUED FOR THIS PURCHASE: _____

ASSET NUMBER ASSIGNED: _____ (for new purchases only)

LOCATION WHERE THIS ASSET WILL BE KEPT: _____

ACTION TAKEN

RETIREMENT

____ TRANSFER IN
FROM _____

____ DONATED OR CONTRIBUTION

____ TRANSFER OUT
TO _____

____ OTHER DISPOSAL

____ OTHER ADDITION

EXPLANATION OF ACTION TAKEN:

Unit is being retired due to age, mileage, parts availability and maintenance costs.

Mileage as of our last work order on 11/20/2008 was: 151,178

Maintenance costs at that time were: \$8,957.11

**** These numbers reflect work performed in the Fleet Services shop only.

This unit was used by reserve officers for the last few years; we have no maintenance records for maintenance or repairs made by these officers outside of this facility.

Asset Number 20 (Only use for assets retired, transferred or otherwise disposed of)

****Unit has been replaced by the Police Department with a 2014 Explorer.

Department Head Signature

NOTE: RETURN THIS FORM TO THE PURCHASING OFFICE WHEN COMPLETE

FORM 2
CITY OF GUTHRIE/GUTHRIE PUBLIC WORKS AUTHORITY
FIXED ASSET TRANSACTION FORM

DATE: 7/29/2014

DEPARTMENT: Police

ASSET DESCRIPTION
1997 Ford Crown Victoria Police Interceptor

SERIAL OR VIN NUMBER: 2FALP71W9VX159229

COST: _____ DATE ITEM RECEIVED: _____

PO NUMBER ISSUED FOR THIS PURCHASE: _____

ASSET NUMBER ASSIGNED: _____ (for new purchases only)

LOCATION WHERE THIS ASSET WILL BE KEPT: _____

ACTION TAKEN

- | | |
|--|---|
| <input checked="" type="checkbox"/> RETIREMENT <input type="checkbox"/> DONATED OR CONTRIBUTION <input type="checkbox"/> OTHER DISPOSAL <input type="checkbox"/> OTHER ADDITION | <input type="checkbox"/> TRANSFER IN FROM _____ <input type="checkbox"/> TRANSFER OUT TO _____ |
|--|---|

EXPLANATION OF ACTION TAKEN:

Unit is being retired due to age, mileage, parts availability and maintenance costs.

Mileage as of our last work order on 8/23/2013 was: 111,233

Maintenance costs at that time were: \$9,360.65

**** Unit has been replaced by the Police Department with a 2014 Explorer.

Asset Number 22 (Only use for assets retired, transferred or otherwise disposed of)

Department Head Signature

NOTE: RETURN THIS FORM TO THE PURCHASING OFFICE WHEN COMPLETE

FORM 2
CITY OF GUTHRIE/GUTHRIE PUBLIC WORKS AUTHORITY
FIXED ASSET TRANSACTION FORM

DATE: 7/29/2014

DEPARTMENT: Police

ASSET DESCRIPTION
2003 Ford Crown Victoria Police Interceptor

SERIAL OR VIN NUMBER: 2FAFP71W73X122206

COST: _____ DATE ITEM RECEIVED: _____

PO NUMBER ISSUED FOR THIS PURCHASE: _____

ASSET NUMBER ASSIGNED: _____ (for new purchases only)

LOCATION WHERE THIS ASSET WILL BE KEPT: _____

ACTION TAKEN

RETIREMENT

____ TRANSFER IN
FROM _____

____ DONATED OR CONTRIBUTION

____ TRANSFER OUT
TO _____

____ OTHER DISPOSAL

____ OTHER ADDITION

EXPLANATION OF ACTION TAKEN:

Unit is being retired due to age, mileage, parts availability and maintenance costs.

Mileage as of our last work order on 1/13/2014 was: 164783

Maintenance costs at that time were: \$15,598.52

Unit has been replaced by the Police Department with a 2014 Explorer.

Asset Number 23 (Only use for assets retired, transferred or otherwise disposed of)

Department Head Signature

NOTE: RETURN THIS FORM TO THE PURCHASING OFFICE WHEN COMPLETE



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

August 5, 2014

Contact

Kim Biggs,
City Clerk/Treasurer

Agenda Item

Consider approval of Resolution No. 2014-14 casting a vote for Gaylord "Z" Thomas to fill the Trustee position for the Board of Trustees of the Oklahoma Municipal Retirement Fund (OkMRF) representing Trustee-at-Large for a five year term beginning October 1, 2014 through October 1, 2019.

Summary

The City of Guthrie was notified about the nomination and election process for the OkMRF Trustee-at-Large position, a five-year term beginning October 1, 2014. As a participating employer in OkMRF, the City of Guthrie has the right to cast one vote to fill the expiring office currently held by Jim Luckett, Jr., City of El Reno Retiree. The official ballot must be returned to OMRF by August 30, 2014.

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

Supporting documents attached

- Resolution No. 2014-14
List of Nominees and a brief bio of each

Recommendation

Approval of Resolution No. 2014-14 casting a vote to fill the Trustee position for the Board of Trustees of the Oklahoma Municipal Retirement Fund (OkMRF) representing Trustee-at-Large for a five year term beginning October 1, 2014 through October 1, 2019.

Action Needed Public Hearing X Motion Emergency Clause

RESOLUTION NO. 2014-14

OFFICIAL BALLOT

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUTHRIE CASTING A VOTE FOR ONE TRUSTEE OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND TO FILL THE EXPRING TERM OF ONE TRUSTEE.

WHEREAS, the City of Guthrie, Oklahoma, participates in the Oklahoma Municipal Retirement Fund and is eligible to cast one vote for the Trustee office of the Oklahoma Municipal Retirement Fund to fill the expiring term for Trustee at-large; and.

WHEREAS, no vote can be split or cast in any fraction or part of the whole; and

WHEREAS, the Authorized Agent indicates the results of our vote on the ballot and returns this ballot to the Trust Administrator between July 20, 2014 and August 30, 2014.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Guthrie, Oklahoma, that its vote for the Trustee shall be cast for the following nominee:

1. Gaylord "Z" Thomas

****END****

The undersigned hereby certify that the foregoing Resolution was introduced before the Mayor and City Council of Guthrie, Oklahoma, and was duly adopted and approved on the 5th day of August, 2014.

Mark Spradlin, Mayor

ATTEST: (Seal)

Kim Biggs, City Clerk

APPROVED AS TO FORM:

Randel Shadid, City Attorney

**BOARD OF
TRUSTEES**

July 14, 2014

DONNA DOOLEN
ADA
DISTRICT 3

LEROY LAGE
WATONGA
DISTRICT 8

MARCY LAMB
STILLWATER
DISTRICT 5

JIM LUCKETT, JR.
EL RENO
AT-LARGE

BOB PARK
SALLISAW
DISTRICT 2

JOHN SHUGART
BETHANY
DISTRICT 6

ED TINKER
GLENPOOL
DISTRICT 1

GEORGE WILKINSON
WEATHERFORD
DISTRICT 7

BERTHA ANN YOUNG
SHAWNEE
DISTRICT 4

Dear Member:

The Oklahoma Municipal Retirement Fund (“OkMRF”) has received twelve (12) nominations for the position of Trustee at-large:

1. Grayson Bottom
2. Ken Campbell
3. Ted Graham
4. Jay L. Heinrichs
5. John “Guy” Henson
6. Brian Holland
7. Robert Johnston
8. John Noblitt
9. Mike Nunneley
10. Mary Rupp
11. Gaylord Z. Thomas
12. Mark Whinnery

The governing body of each OkMRF member may cast by resolution one (1) vote to fill the Trustee position. Enclosed please find a sample resolution which can be used as your ballot in the 2014 OkMRF Board of Trustees election for the at-large position.

The list of nominees is enclosed including a brief bio with information provided by each nominee.

The ballot must be returned to the OkMRF office **by August 30, 2014**. The nominee receiving the largest number of votes shall be elected to the office of OkMRF Trustee representing the entire membership.

We sincerely appreciate and encourage your participation in the election process. If you should have any questions about the election process, please call.

Sincerely,

Jodi S. Cox

Enclosure

**2014 ELECTION OF TRUSTEE – TRUSTEE-AT-LARGE
OKLAHOMA MUNICIPAL RETIREMENT FUND (“OkMRF”)**

The governing body of each employer is entitled to cast by resolution one vote for the office of OkMRF Trustee-at-Large. The resolution must be returned no later than August 30, 2014. Please note: **Resolutions should be signed with a seal affixed to the ballot. Any resolutions unsigned, will not be valid. To ensure your ballot has been received in the OkMRF office, please call 1-888-394-6673, Ext 100 on or before August 30, 2014.**

CAST ONE VOTE FOR ONE (1) OF THE TWELVE (12) FOLLOWING NOMINEES ON THE ENCLOSED RESOLUTION:

GRAYSON BOTTOM

- Mr. Bottom holds a Bachelor’s degree in Business Administration and a Master’s degree in Education from Southwestern State College.
- Presently he is the City Manager of Yukon.
- Mr. Bottom has been a teacher, coach, banker and an Economic Development Director.
- He started his career in City Management in 2003.
- He has held many post graduate certifications including Economic Development Finance Professional by the National Development Council, Master Consultant for Business Retention and Expansion International, Certified Lender for the Export Import Bank of the United States, Certified Community Developer by the Community Development Society and a graduate of Leadership Canadian County.
- He has been an instructor for the University of Oklahoma Economic Development Institute leading courses in Rural Development Issues and Finance as well as Community Development Institute at the University of Central Arkansas
- Mr. Bottom is currently a board member of the City Managers Association of Oklahoma.
- He is a member of the International City Managers Association.
- Mr. Bottom serves as a board member of the Yukon Chamber of Commerce.
- He is a member of the Governing Board of Integris Canadian Valley Hospital.
- He is a member of the Oklahoma Municipal League Legislative Committee.
- He has been recognized as 2012 Citizen of the Year by the Oklahoma Library Association.
- He was named 2013 Public Official of the Year by the Oklahoma Emergency Management Association of Oklahoma.

KEN CAMPBELL

- Mr. Campbell holds a Bachelor's degree with a major in Accounting and a minor in Computer Science from Southeastern Oklahoma State University.
- Presently he is the Finance Director/City Clerk for the City of Ardmore.
- Prior to that he was the accounting technician, internal auditor and City Treasurer for the City of Ardmore.
- Mr. Campbell started his career in Ardmore City Government in 1993.
- He currently serves as an ex officio member on the Board of Trustees of two Authorities of the City: the Ardmore Tourism Authority and the Hardy Murphy Coliseum Authority.
- He received the GFOA Distinguished Budget Award for the City of Ardmore for the past fifteen consecutive years.
- He has been married to his wife, Mary, for twenty-nine (29) years and has three sons, two grandsons and one granddaughter.
- He is a member of Faith Southern Church.
- Mr. Campbell is a member of IIMC, GFOA and OMCTFOA.
- He believes the Oklahoma Municipal Retirement Fund is an excellent organization with an exceptional staff.
- He is committed to hard work and keeping the great reputation intact that OkMRF has achieved.
- Mr. Campbell serves as the plan administrator of Ardmore's retirement fund and would consider it an honor to serve as an OkMRF Board Trustee.

TED GRAHAM

- Mr. Graham attended New Mexico State University in Las Cruces, New Mexico and is a graduate of Oklahoma Agriculture Leadership Program Class 13.
- He is presently the City Manager of the City of Henryetta.
- Prior to that he was the Guymon City Manager, where he started his Oklahoma career in City Management in 2005. He brings solid leadership and actively promotes employee benefits that are necessary for employee retention and career development.
- Mr. Graham has worked on having the best and most affordable retirement plan and has stressed retirement planning and investment strategy to help employees achieve their retirement goals.
- He is married to Nadine, who is an educator and coach, which has made their lives active in all sports.
- Together, he and Nadine have four children and uniquely they are two sets of twins, 11 years apart. His children are active in rodeo, basketball, softball, swimming, 4-H and FFA.
- He is a native New Mexican that transplanted to Oklahoma with an agricultural background in the livestock marketing and cattle raising sector.
- He is active in the City Management Association of Oklahoma (CMAO), Oklahoma Municipal Utility Providers (OMUP) and Oklahoma Municipal League (OML). His passion is wastewater reuse which is an integral part of Oklahoma's long term water plan. He also assisted in the accreditation program in CMAO and developing membership.
- His goal is to continue to manage Oklahoma's best assets – the people who work in municipal government statewide by providing them a quality retirement program.
- Mr. Graham believes that OkMRF has set a standard that needs to continue today and into the future.
- He is grateful for the opportunity and would appreciate your support. If selected, he looks forward to serving as an OkMRF Trustee.

JAY L. HEINRICHS

- Mr. Heinrichs holds a Bachelor's degree in Accounting with a minor in Economics from Southwestern State University.
- Presently he is the Finance Services Manager for the City of Broken Arrow where he has worked for twenty-six (26) years.
- Prior to that he was the Deputy City Clerk for two (2) years for the City of Sand Springs.
- He started his career in City Government in 1986.
- Mr. Heinrichs has previously served on the OkMRF Board of Trustees for seventeen (17) years.
- As an OkMRF Board member he was the Chair of the Administrative Committee.
- He was appointed by his community to serve on the City of Sand Springs Personnel Board from 1989 to 2007, serving as Chairman the last four (4) years.
- Mr. Heinrichs served as President of the Government Finance Officers Association and the Oklahoma Municipal Clerks, Treasurers, and Finance Officials Association.
- He has served on the Vo-Tech Advisory Board.
- Mr. Heinrichs is married and has 3 children, 3 grandchildren and enjoys playing pickle ball, tennis, fishing, golf and hiking in the Ozarks.
- He serves as his church treasurer and was elected by the District Church to serve on the Finance Committee for the North East Oklahoma District Church, which includes forty-three (43) churches.

JOHN "GUY" HENSON

- Mr. Henson holds a Bachelor's degree in Political Science with Urban Emphasis from Wittenberg University in Springfield, Ohio.
- Graduating in 1979, he obtained his Master's degree in Urban and Regional Planning from the University of Florida.
- Presently he is the City Manager for the City of Midwest City and oversees a budget of \$100,000,000.
- Prior to that he was a Zoning and Subdivision Administrator, Assistant City Planner, Grants Manager, Development Services Director and Assistant City Manager.
- He started his career in City Government with Midwest City in 1979 where he has worked for thirty-five (35) years.
- Mr. Henson serves as General Manager of three (3) public trusts, the most significant of which is the Midwest City Memorial Hospital Authority with a portfolio of \$70,000,000.
- Midwest City offers a Defined Contribution plan with the Employer contributing 13.5% and a 457 Deferred Compensation plan to their employees.
- Mr. Henson serves on the Deferred Compensation Plan Advisory Committee which provides fiduciary oversight.
- He is married to Teresa who is the Associate Vice President for Administrative Offices and Controller to O.U. Health Sciences Center.
- Together, he and Teresa have 2 sons, Drew and Will. Drew graduated from Southwestern Oklahoma State University and Will graduated from the University of Oklahoma.

BRIAN HOLLAND

- Mr. Holland holds a Bachelor's degree in Accounting from Oklahoma City University.
- He passed the CPA exam the same year he graduated from College earning the highest score and Gold Medal in the state of Oklahoma.
- Presently he is the Director of Finance and Administration for the Oklahoma Municipal Assurance Group ("OMAG") in Edmond.
- OMAG provides liability, property, and workers compensation coverages to over 500 Oklahoma cities and towns.
- Mr. Holland's role at OMAG includes oversight and responsibility of OMAG's cash flow and investments including management of external consultants.
- Prior to that he retired from Oklahoma City University where he was the Chief Financial Officer for twelve (12) years.
- Mr. Holland oversaw the university's endowment investments, facilities, budgeting, accounting and business services functions.

ROBERT JOHNSTON

- Mr. Johnston, immediately following high school, spent four (4) years in the U.S. Marine Corps and subsequently completed his Bachelor's degree in Business Management with a minor in Philosophy from Cameron University.
- He is presently the City Manager for the City of Frederick.
- Prior to that he was an Administrative Assistant/Public Works Director of Clinton and the Tonkawa City Manager.
- He started his career in City Government in 1981.
- He has been an OkMRF plan participant for thirty-three (33) years.
- Mr. Johnston is very active in many local government organizations.
- He served as Board Member and President of CMAO, MESO and OML.
- He was Regional Vice-President of the International City/County Management Association (ICMA).
- He currently serves as Board Member and Secretary of the OMPA Board.
- He has completed coursework for a Master's of Public Administration at the University of Oklahoma and is a Credentialed Manager by the ICMA.
- Mr. Johnston was honored as the recipient of MESO's Ray Duffy Award.
- He also was honored as the recipient of OML's Don Rider Award.
- In 2013, Mr. Johnston was inducted to the Oklahoma Hall of Fame for City and Town Officials.

JOHN NOBLITT

- Mr. Noblitt holds a Bachelor's degree in Business Administration from Letourneau University.
- He is a Certified Public Manager through William P. Hobby Center for Public Service at Texas State University.
- Presently he is the City Manager of Lindsay.
- Mr. Noblitt has over twenty (20) years of experience in leading, managing and participating in comprehensive planning and policy programs in both public and private sectors.
- He is a Certified Floodplain Manager.
- He is a Six Sigma Black Belt.

MIKE NUNNELEY

- Mr. Nunneley is a 1977 graduate of the Oklahoma State University and holds a Bachelor's degree in Education.
- He is presently the Town Administrator for City of Mannford.
- Prior to that he was the Town Administrator for five years for the Town of Granite.
- He started his career in City Government in 1997 as a Trustee and then Mayor of the Town of Granite.
- Mr. Nunneley is very active in many local government organizations.
- He serves as District 4 Board representative of the City Management Association of Oklahoma (CMAO).
- He currently serves as an Executive Board Member of the Indian Nation Council of Government (INCOG).
- Prior to municipal government, he taught science, coached girls' basketball and worked as a bank Vice-President.
- Mr. Nunneley states that his most rewarding phase of his municipal profession to-date has been the opportunity to help fifty-three (53) Oklahoma Cities and Towns. Over the past decade, through CMAO, he and other City Managers have aided City Councils. He has presented two CMAO programs: *How to Hire a City Manager* and *Changing the Form of City Government*.

MARY RUPP

- Ms. Rupp holds a Bachelor's degree in Education (Business) from Kansas State University.
- Presently she is the City Manager of Perry.
- Prior to that she was the Deputy City Manager and/or Assistant City Manager for twenty-three (23) years and the secretary to the City Manager for eleven (11) years for the City of Stillwater.
- She started her career in City Government in 1976.
- Ms. Rupp serves on the Oklahoma Municipal Power Authority Board of Directors.
- She is an active full member of International City and County Management Association (ICMA).
- She chaired ICMA Committee on Changing Role of Assistants, 1997-1999.
- Ms. Rupp co-authored an ICMA Public Management (PM) magazine article entitled "Survey Says Role of Assistants has Definitely Changed".
- She is an active full member of City Management Association of Oklahoma (CMAO); served in all officer positions including president and on numerous CMAO committees.
- She is a recipient of the Oklahoma Municipal League Don Rider Award for individuals who have made significant contributions to their community as well as to their profession through personal growth and involvement.
- Ms. Rupp has won Leader of the Year from Leadership Stillwater Alumni Association.
- She was named Friend of Downtown from Downtown Stillwater Main Street.
- She is a member of Perry Lions Club and Perry Chamber of Commerce.

GAYLORD Z. THOMAS

- Mr. Thomas holds a Master's degree in Business from Webster University in St. Louis, Missouri.
- He is a graduate from the United States Air Force Academy.
- He is presently the Executive Director for the Oklahoma State Board of Examiners for long term care administrators having experience with large, medium and small, non-profit and for-profit nursing facilities.
- Mr. Thomas is a Council member for the City of Guthrie and has served for the past five (5) years.
- Prior to that he was Commander of USAF Honor Guard in Washington DC and the basic training squadron; instructor of the Combat Crew Training School and the Combat Flight course; Chief of Training for the Headquarters Air Mobility Command of the Inspector General's team; and planner at Joint Force Command (NATO) in Brunssum, Netherlands.
- Mr. Thomas received two (2) "outstanding" ratings in Operation Readiness Inspections and led planning efforts for NATO's International Security Assistance Force in Afghanistan.
- He is married to Linda and together they have 2 daughters, Jennifer and Linzi. Jennifer resides in Tulsa and Linzi is a cadet at the United States Air Force Academy in Colorado Springs, Colorado.
- Mr. Thomas is a retired Lieutenant Colonel of the United States Air Force.

MARK WHINNERY

- Mr. Whinnery holds a Bachelor's degree in Communications.
- He has his Master's degree in Human Resources.
- Presently he is the City Manager for City of Drumright.
- Prior to that he served twenty-five (25) years in the Air Force.
- Mr. Whinnery is a retired Colonel.
- His last military assignment was as the Mission Support Group Commander at Scott Air Force Base in Illinois.
- Before serving in the Air Force, Mr. Whinnery worked for the New York State and Local Retirement System.



Agenda Item Cover Letter

| | | |
|---|--|---|
| Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Emergency <input checked="" type="checkbox"/> Other: <u>Clause</u> | Date of Meeting August 5, 2014 | Contact René Spineto, Director Community Development |
|---|--|---|

Agenda Item

Discussion and possible action on proposed amendments to Chapter Two, Article Three and Article Five, of the City of Guthrie Code of Ordinances for Beer Gardens and Special Event Permits concerning non-intoxicating and intoxicating beverages and declaring an emergency.

Summary

The existing Code of Ordinance protocol for issuing a Beer Garden permit or a Special Event permit is confusing and cumbersome. Any slight deviation requires review and approval by City Council, creating an anxious, time-consuming concern for our customers. This amendment provides the customer to not wait for regularly scheduled Council Meetings for approval, similar to the Exclusive Use Permit process. Additionally, the following items are revised:

Beer Garden Permit (for low-point beer [less than 3.2% alcohol], aka non-intoxicating beverage)

- Beer Garden permit is issued in connection with community events, or other events recognized by the City Manager and his/her designee.
- Public streets in the designated area would be closed to vehicular traffic and blocked by city provided barricades.
- The sponsoring organization for the Beer Garden must show on their site plan the locations of their multiple vendors.
- No change in fee for Beer Garden Permit

Special Event Permit (for intoxicating beverages)

- Applicant must already have an approved Special Event License issued by the State of Oklahoma ABLE (Alcoholic Beverage Law Enforcement) Commission.
- City Manager has final approval authority.

| | | | |
|-------------------------|---|--|--------------------------------------|
| Funding Expected | <input checked="" type="checkbox"/> Revenue | <input type="checkbox"/> Expenditure | <input type="checkbox"/> N/A |
| Budgeted | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Account Number | <input type="text"/> Amount <input type="text"/> | | |
| Legal Review | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Required | Completed Date: <input type="text"/> |

Supporting documents attached

- Ordinance No. 3258

Recommendation

Approve Ordinance No. 3258 amending Chapter Two, Articles Three and Five of the Code of Ordinance, clarifying protocol for Beer Gardens and Special Event Permits, and declaring an emergency.

Action Needed _____ Public Hearing **X** Motion **X** Emergency Clause

ORDINANCE NO. 3258

AN ORDINANCE AMENDING CHAPTER TWO, ARTICLE THREE (BEER GARDENS) AND CHAPTER TWO, ARTICLE FIVE (SPECIAL EVENT PERMIT) OF THE MUNICIPAL CODE OF THE CITY OF GUTHRIE, OKLAHOMA, MERGING THE ARTICLES AND REVISING CERTAIN SECTIONS RELATING TO THE MUNICIPAL PROTOCOL FOR BEER GARDENS AND SPECIAL EVENT PERMITS, AS IT APPLIES TO NON-INTOXICATING AND INTOXICATING BEVERAGES. UNLESS OTHERWISE SPECIFICALLY PROVIDED FOR IN THIS ARTICLE, THIS ORDINANCE PROVIDES FOR SEVERABILITY, REPEALER AND DECLARES AN EMERGENCY.

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

SECTION 1

ARTICLE 3: UNIQUE CELEBRATIONS: BEER GARDENS and SPECIAL EVENTS

2-100 PERMIT REQUIRED.

No person shall hereafter keep, maintain, conduct or operate any Beer Garden or Special Event in the city which distributes Intoxicating or Non-Intoxicating Beverages without first obtaining a permit and paying the fee provided herein.

(Ord. 3025, passed 8-19-97; Am. Ord. 3052, passed 8-17-99)

2-101 DEFINITIONS.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BEER GARDEN. An open area on public property where low-point beer (also known as a Non-Intoxicating Beverage, with less than 3.2% alcohol by weight) is served and consumed.

CENTRAL BUSINESS DISTRICT. The Central Business District zoning district as shown on the official zoning map of the city.

DESIGNATED AREA. The premises on public property approved by the city for operation of a beer garden.

HISTORIC PRESERVATION DISTRICT. The Capitol Townsite Historic District as defined in Section Three of the Guthrie Historic Preservation Ordinance (Ord. No.3075).

INTOXICATING BEVERAGES. All beverages containing more than 3.2% alcohol by weight, and mixed alcoholic beverages.

NON-INTOXICATING BEVERAGES. All beverages containing more than ½ of 1% alcohol by volume and less than 3.2% alcohol by weight.

PERSON. Any individual, firm, partnership, association or corporation, whether conducted for profit or not for profit.

SPECIAL EVENT PERMIT. An annual permit allowing a person to sell and distribute Intoxicating beverages (with a valid ABLE Commission License), or to sell and distribute Non-Intoxicating beverages (with a valid County License), within Designated Areas or within enclosed structures, for occasional and limited duration.

BEER GARDENS

2-102 BEER GARDEN PERMITS - APPLICATION.

(A) Application for a Beer Garden permit shall be made to the Community Development Department and may be granted upon satisfying the conditions set forth in this article. The application shall contain the following information:

(1) The name, address and telephone number of the applicant; (The applicant shall be the actual person who will operate within the proposed Beer Garden area.)

(2) A site plan showing the proposed designated area for the beer garden; the site plan shall include a statement from the sponsoring organization of the community-wide activity approving the proposed location of the beer garden. The sponsoring organization will designate on the site plan the location for multiple vendors, if there will be more than one.

(3) The dates when the beer garden shall be conducted;

(4) A copy of the applicant's current on-premises low-point beer license issued by Logan County;

(5) Each vendor shall present a certificate of liability insurance coverage, including host liquor liability, with limits for personal injury and property damage not less than the city's limits of liability under the Governmental Tort Claims Act;

(6) A statement, signed by the applicant and each vendor, certifying that if a permit is approved, the applicant agrees to abide by all applicable laws and ordinances of the city and to indemnify and hold the city harmless from any and all liability arising out of the use or condition of the premises or operation of the beer garden; and

(7) Other information as the City Manager deems appropriate.

(B) No permit shall be issued for a Beer Garden unless application for the same is submitted to the Community Development office at least three working days in advance of the community-wide activity. Applications for Beer Gardens will be considered in the order received.

2-103 BEER GARDENS: CONDITIONS FOR APPROVAL.

(A) Permits for Beer Gardens may be authorized only in connection with and during community activities such as the 89er's Day Celebration and other events and festivals as may from time to time be recognized by the City Manager or his or her designee. The duration of a Beer Garden permit shall not exceed three consecutive calendar days, or the period of the celebration, event or festival for which it is part.

(B) Only those persons holding a current valid license for on-premises consumption of low-point beer from Logan County, pursuant to this chapter and other applicable state or county licenses, shall be eligible for a Beer Garden permit.

(C) The designated area of a Beer Garden shall be restricted to those public streets and properties within the Guthrie Historic Townsite District which the city, in its discretion, elects to close during the period of the celebration, event or festival. Nothing in this article shall be construed to require the city to close any property, street or streets during any community-wide activity. No part of the Beer Garden shall be located within 150 feet of any property zoned for residential use or school use.

2-104 BEER GARDENS: FEES.

(A) For each designated area permitted for use as a Beer Garden, a fee designated in the Schedule of Fees as compensation for the exclusive use of public property, plus a refundable cleaning deposit will be required. A permit shall be issued only for the designated area shown in the original application.

(B) Permits shall not be transferable to other persons or other designated areas. Except for the cleaning deposit required herein, neither refunds nor credits, in full or pro rata, shall be made for operating a Beer Garden for less than three days duration for any reason, inclement weather included.

2-105 BEER GARDENS: CONTINUING COMPLIANCE.

It shall be unlawful for any person to operate or maintain a Beer Garden, except in continuous conformity with the following regulations:

(A) Beer Gardens shall be limited to a serving capacity of one person for each ten square feet of designated area.

(B) The boundaries of the designated area shall be clearly marked with a nonmetallic fence or barricade not less than three feet in height and made of sufficient material to prevent litter generated within the beer garden from blowing outside the area. The fence or barrier shall comply with all city ordinances regarding sight clearance at intersections. Ingress and egress to the designated area shall be from public property.

(C) No Beer Garden may operate between the hours of 11:01 p.m. and 10:59 a.m. of the following day.

(D) All electrical wiring shall comply with applicable electrical codes.

(E) (1) All beverages shall be sold or dispensed in non-glass containers.

(2) All combustible rubbish shall be stored in noncombustible covered trash receptacles.

(F) Each Beer Garden, while in operation, shall be conducted in conformance with all applicable city, county and state laws regulating the dispensing and on premises consumption of low-point beer, and all other applicable laws and ordinances.

(G) The permit issued pursuant to this article shall be kept on the premises of the Beer Garden during all hours of operation and shall be made available for inspection upon request of law enforcement authorities of the city.

(H) No motor vehicles are allowed within the beer garden area.

2-106 BEER GARDEN: PENALTY.

(A) (1) Any person who violates any provision of Article 3 or who allows or attempts to allow a Beer Garden permit to be used by another person to operate a Beer Garden, or who applies for a permit with the intent to transfer or attempt to transfer the permit, shall be guilty of an offense, and upon conviction thereof, shall be fined up to \$200, plus costs. Each day of violation shall constitute a separate offense.

(2) Any person convicted of violating any provision of Article 3 or any provision of this chapter in connection with operation of a Beer Garden, shall not be eligible to receive a Beer Garden permit for a period of one year following the conviction.

2-107 (RESERVED FOR FUTURE USE)

SPECIAL EVENT

2-108 SPECIAL EVENT: PERMIT REQUIRED.

(A) A Special Event permit may be issued to a person or organization, association, or nonprofit corporation, organized for political, fraternal, charitable, religious or social purposes.

(B) The holder of the Special Event license must be authorized (by the State of Oklahoma ABLE Commission) to sell and distribute intoxicating beverages, and/or authorized (by Logan County) to sell and distribute low-point beer.

(C) A Special Event license issued to the applicant by the Oklahoma ABLE Commission must be presented with the application for the City of Guthrie's Special Event permit to sell and distribute intoxicating beverages.

2-109 SPECIAL EVENT: TIME.

(A) An annual Special Event permit shall be valid for a period of one calendar year, and shall authorize the holder to hold up to four events over a period of one year not to exceed two such events in any three-month period. Each event can be for one day or up to 14 consecutive days.

(B) The special event permit may be used on the approved dates from 11:00 a.m. to 2:00 a.m. daily.

(C) The Special Event permit shall be used for the events specifically noted in the application. Changes in the date(s) of any event must be submitted to the Planning Department not less than ten days before the event is held.

2-110 SPECIAL EVENT: LOCATION.

The designated area of the special event permit must be within an enclosed structure, otherwise approval must be granted by the City Manager.

2-111 SPECIAL EVENT: FEE.

(A) No person shall operate a special event where intoxicating beverages are sold without first obtaining a permit from the Planning Department.

(B) Persons required to obtain a Special Event permit pursuant to the provision of this article shall pay to the city a fee in the amount established in the General Schedule of Fees.

2-112 SPECIAL EVENT: VIOLATION AND PENALTY.

(A) (1) Any person who violates any provision of Article 3 or who allows or attempts to allow a Special Event permit to be used by another person, or who applies for a permit with the intent to transfer or attempts to transfer the permit, shall be guilty of an offense, and upon conviction thereof, shall be fined up to \$200, plus costs. Each day of violation shall constitute a separate offense.

(2) Any person convicted of violating any provision of Article 3 or any provision of this chapter in connection with operation of a Special Event, shall not be eligible to receive a Special Event permit for a period of one year following the conviction.

SECTION 2:

All other provisions of Chapter 2 of the Guthrie Municipal Code not amended by this Ordinance shall remain in full force and affect.

SECTION 3:

Any Ordinance in conflict with this Ordinance is repealed.

SECTION 4:

For the preservation of the public peace, health, and safety of the citizens of the City of Guthrie, an emergency is hereby declared to exist, whereupon this Ordinance shall be in full force and effect upon its passage and approval.

Passed and approved, and the emergency clause ruled upon separately, this _____ day of August, 2014.

Mark Spradlin, Mayor

ATTEST:

Kim Biggs, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Randel Shadid, City Attorney

ORDINANCE NO. 3258

AN ORDINANCE AMENDING CHAPTER TWO, ARTICLE THREE (BEER GARDENS) AND CHAPTER TWO, ARTICLE FIVE (SPECIAL EVENT PERMIT) OF THE MUNICIPAL CODE OF THE CITY OF GUTHRIE, OKLAHOMA, MERGING THE ARTICLES AND REVISING CERTAIN SECTIONS RELATING TO THE MUNICIPAL PROTOCOL FOR BEER GARDENS AND SPECIAL EVENT PERMITS, AS IT APPLIES TO NON-INTOXICATING AND INTOXICATING BEVERAGES. UNLESS OTHERWISE SPECIFICALLY PROVIDED FOR IN THIS ARTICLE, THIS ORDINANCE PROVIDES FOR SEVERABILITY, REPEALER AND DECLARES AN EMERGENCY.

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

SECTION 1

ARTICLE 3: UNIQUE CELEBRATIONS: BEER GARDENS and SPECIAL EVENTS

2-100 PERMIT REQUIRED.

No person shall hereafter keep, maintain, conduct or operate any Beer Garden or Special Event in the city which distributes Intoxicating or Non-Intoxicating Beverages without first obtaining a permit and paying the fee provided herein.

(Ord. 3025, passed 8-19-97; Am. Ord. 3052, passed 8-17-99)

2-101 DEFINITIONS.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BEER GARDEN. An open area on public property where low-point beer (also known as a Non-Intoxicating Beverage, with less than 3.2% alcohol by weight) is served and consumed.

CENTRAL BUSINESS DISTRICT. The Central Business District zoning district as shown on the official zoning map of the city.

DESIGNATED AREA. The premises on public property approved by the city for operation of a beer garden.

HISTORIC PRESERVATION DISTRICT. The Capitol Townsite Historic District as defined in Section Three of the Guthrie Historic Preservation Ordinance (Ord. No.3075).

INTOXICATING BEVERAGES. All beverages containing more than 3.2% alcohol by weight, and mixed alcoholic beverages.

NON-INTOXICATING BEVERAGES. All beverages containing more than ½ of 1% alcohol by volume and less than 3.2% alcohol by weight.

PERSON. Any individual, firm, partnership, association or corporation, whether conducted for profit or not for profit.

SPECIAL EVENT PERMIT. An annual permit allowing a person to sell and distribute Intoxicating beverages (with a valid ABLE Commission License), or to sell and distribute Non-Intoxicating beverages (with a valid County License), within Designated Areas or within enclosed structures, for occasional and limited duration.

(Ord. 3025, passed 8-19-97; Am. Ord. 3052, passed 8-17-99)

BEER GARDENS

2-102 BEER GARDEN PERMITS - APPLICATION.

(A) Application for a Beer Garden permit shall be made to the **City Clerk Community Development Department** and may be granted upon satisfying the conditions set forth in this article. The application shall **be made upon forms approved by the City Clerk and** contain the following information:

(1) The name, address and telephone number of the applicant; (The applicant shall be the actual person who will operate **within** the proposed Beer Garden **area.**)

(2) A site plan showing the proposed designated area for the beer garden; the site plan shall include a statement from the sponsoring organization of the community-wide activity approving the proposed location of the beer garden. **The sponsoring organization will designate on the site plan the location for multiple vendors, if there will be more than one.**

(3) The dates when the beer garden shall be conducted;

(4) A copy of the applicant's current on-premises low-point beer license issued by **the City Logan County**;

(5) **Each vendor shall present** a certificate of liability insurance coverage, including host liquor liability, with limits for personal injury and property damage not less than the city's limits of liability under the Governmental Tort Claims Act;

(6) A statement, signed by the applicant **and each vendor**, certifying that if a permit is approved, the applicant agrees to abide by all applicable laws and ordinances of the city

and to indemnify and hold the city harmless from any and all liability arising out of the use or condition of the premises or operation of the beer garden; and

(7) Other information as the **City Clerk Manager** deems appropriate.

(B) No permit shall be issued for a Beer Garden unless application for the same is submitted to the **City Clerk's Community Development** office at least three working days in advance of the community-wide activity. **The City Clerk shall consider Applications for Beer Gardens will be considered** in the order received.

(Ord. 3025, passed 8-19-97; Am. Ord. 3052, passed 8-17-99)

2-103 BEER GARDENS: CONDITIONS FOR APPROVAL.

(A) Permits for Beer Gardens may be authorized only in connection with and during community activities such as the 89er's Day Celebration and other events and festivals as may from time to time be recognized by the **City Council City Manager or his or her designee**. The duration of a Beer Garden permit shall not exceed three consecutive calendar days, or the period of the celebration, event or festival for which it is part, **whichever is less. An applicant shall not be eligible to receive more than one beer garden permit for each community wide activity held.**

(B) Only those persons holding a current valid license for on-premises consumption of low-point beer from **the city Logan County**, pursuant to this chapter and other applicable state or county licenses, shall be eligible for a Beer Garden permit.

(C) The designated area of a Beer Garden shall be restricted to those public streets and properties within the Guthrie Historic Townsite District which the city, in its discretion, elects to close during the period of the celebration, event or festival. Nothing in this article shall be construed to require the city to close any property, street or streets during any community-wide activity. **The designated area of a beer garden shall not exceed 2,000 square feet, shall be contiguous and no** No part of the Beer Garden shall be located within 150 feet of any property zoned for residential use or school use.

2-104 BEER GARDENS: FEES.

(A) For each designated area permitted for use as a Beer Garden, **the City Clerk shall collect from the applicant a fee of \$150 designated in the Schedule of Fees as compensation for the exclusive use of public property, plus a refundable cleaning deposit of \$100 will be required.** A permit shall be issued only for the designated area shown in the original application.

(B) Permits shall not be transferable to other persons or other designated areas. Except for the cleaning deposit required herein, neither refunds nor credits, in full or pro rata, shall be made for operating a Beer Garden for less than three days duration for any reason, inclement weather included.

2-105 BEER GARDENS: CONTINUING COMPLIANCE.

It shall be unlawful for any person to operate or maintain a Beer Garden, except in continuous conformity with the following regulations:

(A) Beer Gardens shall be limited to a serving capacity of one person for each ten square feet of designated area.

(2) ~~The operator of the beer garden shall provide sufficient seating to accommodate the maximum capacity of the designated area.~~

(B) The boundaries of the designated area shall be clearly marked with a nonmetallic fence or ~~barrier barricade~~ not less than three feet in height and made of sufficient material to prevent litter generated within the beer garden from blowing outside the area. The fence or barrier shall comply with all city ordinances regarding sight clearance at intersections. Ingress and egress to the designated area shall be from public property.

(C) No Beer Garden may operate between the hours of 11:01 p.m. and 10:59 a.m. of the following day.

(D) All electrical wiring shall comply with applicable electrical codes.

(E) (1) All beverages shall be sold or dispensed in non-glass containers.

(2) All combustible rubbish shall be stored in noncombustible covered trash receptacles.

(F) Each Beer Garden, while in operation, shall be conducted in conformance with all applicable city, county and state laws regulating the dispensing and on premises consumption of low-point beer, and all other applicable laws and ordinances.

(G) The permit issued pursuant to this article shall be kept on the premises of the Beer Garden during all hours of operation and shall be made available for inspection upon request of law enforcement authorities of the city.

(H) ~~No motor vehicles are allowed within the beer garden area.~~

2-106 BEER GARDEN: PENALTY.

(A) ~~Any violation of any provision contained in Article 3 is an offense against the city. Upon conviction of any offense, the violator shall be punished as provided in Chapter 12 this code.~~

(A) (1) Any person who violates any provision of Article 3 or who allows or attempts to allow a Beer Garden permit to be used by another person to operate a Beer Garden, or who applies for a permit with the intent to transfer or attempt to transfer the permit, shall be guilty of an offense, and upon conviction thereof, shall be fined up to \$200, plus costs. Each day of violation shall constitute a separate offense.

(2) Any person convicted of violating any provision of Article 3 or any provision of this chapter in connection with operation of a Beer Garden, shall not be eligible to receive a Beer Garden permit for a period of one year following the conviction.

2-107 (RESERVED FOR FUTURE USE)

SPECIAL EVENT

2-108 SPECIAL EVENT: PERMIT REQUIRED.

(A) A Special Event permit may be issued to a person or organization, association, or nonprofit corporation, organized for political, fraternal, charitable, religious or social purposes.

(B) The holder of the Special Event license must be authorized (by the State of Oklahoma ABLE Commission) to sell and distribute intoxicating beverages, and/or authorized (by Logan County) to sell and distribute low-point beer.

(C) A Special Event license issued to the applicant by the Oklahoma ABLE Commission must be presented with the application for the City of Guthrie's Special Event permit to sell and distribute intoxicating beverages.

2-109 SPECIAL EVENT: TIME.

(A) An annual Special Event permit shall be valid for a period of one calendar year, and shall authorize the holder to hold up to four events over a period of one year not to exceed two such events in any three-month period. Each event can be for one day or up to 14 consecutive days.

(B) The special event permit may be used on the approved dates from 11:00 a.m. to 2:00 a.m. daily.

(C) The Special Event permit shall be used for the events specifically noted in the application. Changes in the date(s) of any event must be submitted to the Planning Department not less than ten days before the event is held.

(Ord. 3205, passed 11-3-09)

2-110 SPECIAL EVENT: LOCATION.

The designated area of the special event permit must be within an enclosed structure, otherwise approval must be granted by the ~~City Council~~ City Manager.

2-111 SPECIAL EVENT: FEE.

- (A) No person shall operate a special event where intoxicating beverages are sold without first obtaining a permit from the Planning Department.
- (B) Persons required to obtain a Special Event permit pursuant to the provision of this article shall pay to the city a fee in the amount established in the General Schedule of Fees.

(Ord. 3205, passed 11-3-09)

2-112 SPECIAL EVENT: VIOLATION AND PENALTY.

~~(A) Any violation of any provision contained in Article 3 is an offense against the city. Upon conviction of any offense, the violator shall be punished as provided in Chapter 12 this code.~~

(A) (1) Any person who violates any provision of Article 3 or who allows or attempts to allow a Special Event permit to be used by another person, or who applies for a permit with the intent to transfer or attempts to transfer the permit, shall be guilty of an offense, and upon conviction thereof, shall be fined up to \$200, plus costs. Each day of violation shall constitute a separate offense.

(2) Any person convicted of violating any provision of Article 3 or any provision of this chapter in connection with operation of a Special Event, shall not be eligible to receive a Special Event permit for a period of one year following the conviction.

A/P Claims List

from 7/10/2014 to 7/10/2014

| Invoice # | Vendor | Description | Account | Cost |
|-------------|-----------------------------|---|---------------|--------------------|
| JULY2014 | C.L.E.E.T. (125) | Municipal Court Collection for CLEET | 01-00-00-2012 | \$731.44 |
| JULY2014 | O.S.B.I. (820) | Municipal Court Collection AFIS And | 01-00-00-2012 | \$792.94 |
| JUNE2014 | OKLAHOMA UNIFORM BLDG | Permit Fee Collections | 01-00-00-2013 | \$104.00 |
| 2034944 | SHERRI ADAIR (23076) | ANIMAL BOND REFUND - ADOPTION NO. | 01-00-00-2017 | \$25.00 |
| 2034943 | THOMAS PADBERG (23077) | ANIMAL BOND REFUND - ADOPTION NO. | 01-00-00-2017 | \$25.00 |
| 2034945 | ZELDA DEARING (23078) | Reimbursement of Rent for Mineral Wells | 01-00-00-5446 | \$50.00 |
| 2152 | HURLEY PLUMBING 267 | REPAIR SINKS IN PD | 01-01-00-6112 | \$55.25 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Guthrie Housing Authority | 01-01-00-6118 | \$278.34 |
| JULY2014 | OG&E 405 | Electric Billing - General | 01-01-00-6305 | \$13,536.48 |
| JULY2014 | OG&E 405 | Electric Billing - Street Lighting | 01-01-00-6306 | \$11,028.81 |
| JULY2014 | OKLAHOMA NATURAL GAS | Natural Gas Billing - General | 01-01-00-6307 | \$829.32 |
| JULY2014 | O.M.A.G.(21303) | BUILDING & PROPERTY INSURANCE - | 01-01-00-6326 | \$3,470.30 |
| JULY2014 | O.M.A.G.(21302) | WORKERS' COMP - GENERAL | 01-01-00-6326 | \$15,359.60 |
| JULY2014 | O.M.A.G.(425) | Liability/Auto - General | 01-01-00-6326 | \$4,108.97 |
| 8263 | CRAWFORD & | PROFESSIONAL SERVICES - | 01-01-00-6330 | \$1,807.50 |
| 22731 | JOHN M ARLEDGE & ASSOC. | Auditing Service for fiscal year 2013 | 01-01-00-6330 | \$5,550.00 |
| 5232-062014 | GOVDEALS (22977) | Fee for ink cartridges sold as surplus | 01-01-00-6346 | \$56.25 |
| JULY2014 | LOGAN COUNTY CLERK(1135) | Civil Defense Agreement | 01-01-00-6371 | \$2,604.31 |
| JULY2014 | CITY OF EDMOND (21508) | IT Support with City of Edmond | 01-01-00-6373 | \$1,106.86 |
| 03-1279 | MESO(126) | QUARTERLY SAFETY TRAINING | 01-01-00-6373 | \$90.00 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Building Services | 01-02-25-6118 | \$119.17 |
| JULY2014 | DEWART- GUMERSON | Invoice for Notary for Yvonne Johnson and | 01-03-30-6331 | \$110.00 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Community Development | 01-05-50-6118 | \$64.27 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Code Compliance | 01-05-51-6118 | \$84.35 |
| 20141772 | C.O.P.S. PRODUCTS, L.L.C. | SHOULDER PATCHES SILVER | 01-07-70-6114 | \$155.00 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Police Administration | 01-07-70-6118 | \$4,920.45 |
| JULY2014 | GHM ENTERPRISES (1097) | Laundry - Police Department | 01-07-70-6310 | \$21.50 |
| JULY2014 | SHINEY BAYS (22581) | Car Wash Police Department | 01-07-70-6316 | \$244.20 |
| 2034930 | MICHAEL JOHNS 22895 | MEAL REIMBURSEMENT FOR SEXUAL | 01-07-70-6343 | \$30.00 |
| 04-1500071 | OKLA DEPARTMENT OF PUBLIC | OLETS Maintenance | 01-07-79-6304 | \$350.00 |
| 78251 | FRANK BILLS TRUCKING(20450) | SALT FROM KANSAS | 01-12-00-6113 | \$3,175.96 |
| 5690, 5694, | JOE BROWN 23047 | State Contract SW670 - Rock | 01-12-00-6113 | \$16,389.56 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Street | 01-12-00-6118 | \$3,244.42 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Fleet | 01-14-00-6118 | \$170.93 |
| 2034602 | STEVE'S MUFFLER (379) | Exhaust Parts and Repairs | 01-14-41-6116 | \$250.00 |
| JULY2014 | RURAL WATER DISTRICT | Water for 6512 S Coltrane, Mitchal Park, | 01-15-11-6112 | \$69.40 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Parks and Grounds | 01-15-11-6118 | \$3,231.53 |
| | | Total GENERAL FUND | | \$94,241.11 |
| 2155 | HURLEY PLUMBING 267 | TOILET REPAIRS | 09-09-90-6112 | \$135.00 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Suppression | 09-09-90-6118 | \$465.47 |
| NP41735788 | FLEETCOR TECHNOLOGIES | EMS | 09-09-92-6118 | \$2,581.70 |
| JULY2014 | INTERMEDIX (22025) | Professional Services | 09-09-92-6373 | \$4,074.48 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Fire Administration | 09-09-96-6118 | \$431.57 |
| | | Total FIRE/EMS FUND | | \$7,688.22 |
| 2034942 | SCOTT MAKINTUBEE (23079) | ADDRESS IS OUTSIDE CITY SERVICES - | 20-00-00-5522 | \$25.00 |
| JULY2014 | OG&E 405 | Electric Billing - GPWA | 20-21-00-6305 | \$10,581.41 |
| JULY2014 | OKLAHOMA NATURAL GAS | Natural Gas Billing - GPWA | 20-21-00-6307 | \$552.88 |
| 2034932 | O.M.A.G.(21303) | PORTION OF LOSS PAID TO CLAIMS | 20-21-00-6326 | \$470.50 |
| JULY2014 | O.M.A.G.(21303) | BUILDING & PROPERTY INSURANCE - | 20-21-00-6326 | \$3,470.30 |

A/P Claims List

from 7/10/2014 to 7/10/2014

| Invoice # | Vendor | Description | Account | Cost |
|---------------|-------------------------------|---|---|---------------------|
| JULY2014 | O.M.A.G.(21302) | WORKERS' COMP - GPWA | 20-21-00-6326 | \$15,359.59 |
| JULY2014 | O.M.A.G.(425) | Liability/Auto - GPWA | 20-21-00-6326 | \$4,108.97 |
| MARCH2014 | C.A.C. FINANCIAL CORP. (1405) | Utility Collection Fees for March 2014 | 20-21-00-6340 | \$17.50 |
| JUNE2014 | DHH DISPOSAL 22381 | Contracted Trash Service | 20-21-00-6348 | \$192.50 |
| 2026056 | MYERS ENGINEERING | Storm water holding pond Sludge Removal - | 20-21-00-6373 | \$4,300.00 |
| 310473 | RAILROAD MANAGEMENT CO., | Sewer Pipeline Encroachments from | 20-21-00-6382 | \$10,609.00 |
| 99792 | SOUTHWEST CHEMICAL (20977) | Blanket PO for Chemicals | 20-23-00-6104 | \$1,449.50 |
| NP41735788 | FLEETCOR TECHNOLOGIES | WTP | 20-23-00-6118 | \$20.73 |
| NP41735788 | FLEETCOR TECHNOLOGIES | WWTP | 20-24-00-6118 | \$738.47 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Convenience Center | 20-26-00-6118 | \$0.00 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Line Maintenance | 20-27-00-6118 | \$2,697.66 |
| | | Total GPWA OPERATING FUND | | \$54,594.01 |
| JULY 2014 | OKLA WATER RESOURCES/ | Series 2008 Drinking Water (ORF-08-009- | 50-50-00-6714 | \$56,477.00 |
| JULY2014 | OKLA WATER RESOURCES/ | Series 2009 Drinking Water (ORF-08-0009- | 50-50-00-6714 | \$51,371.13 |
| | | Total WATER TREATMENT PLANT FUND | | \$107,848.13 |
| JULY2014 | BANCFIRST 23025 | Utility System and Sales Tax Revenue | 54-55-23-6714 | \$24,208.00 |
| JULY2014 | COMMUNITY STATE BANK 22873 | | Warren Cat Equipment - Front Loader Loan54-56-1 | \$26,895.82 |
| | | Total CAPITAL PROJECTS | | \$26,895.82 |
| 2034942 | SCOTT MAKINTUBEE (23079) | ADDRESS IS OUTSIDE CITY SERVICES - | 71-00-00-1297 | \$75.00 |
| 02-021550-011 | UTILITY DEPOSIT | | 71-00-00-5555 | \$281.67 |
| 02-022190-011 | UTILITY DEPOSIT | | 71-00-00-5555 | \$2.13 |
| 02-022440-001 | UTILITY DEPOSIT | | 71-00-00-5555 | \$22.66 |
| 06-061850-003 | UTILITY DEPOSIT | | 71-00-00-5555 | \$5.00 |
| 07-075650-004 | UTILITY DEPOSIT | | 71-00-00-5555 | \$2.14 |
| 08-082382-004 | UTILITY DEPOSIT | | 71-00-00-5555 | \$1.90 |
| 08-082702-009 | UTILITY DEPOSIT | | 71-00-00-5555 | \$1.01 |
| 09-090255-005 | UTILITY DEPOSIT | | 71-00-00-5555 | \$11.13 |
| 10-100830-014 | UTILITY DEPOSIT | | 71-00-00-5555 | \$67.26 |
| 12-120971-006 | UTILITY DEPOSIT | | 71-00-00-5555 | \$75.00 |
| 12-121110-008 | UTILITY DEPOSIT | | 71-00-00-5555 | \$5.00 |
| 12-122960-011 | UTILITY DEPOSIT | | 71-00-00-5555 | \$40.23 |
| 13-130471-013 | UTILITY DEPOSIT | | 71-00-00-5555 | \$4.44 |
| 14-143765-010 | UTILITY DEPOSIT | | 71-00-00-5555 | \$5.90 |
| 14-143853-008 | UTILITY DEPOSIT | | 71-00-00-5555 | \$56.81 |
| 15-150090-002 | UTILITY DEPOSIT | | 71-00-00-5555 | \$22.39 |
| 99-123056-003 | UTILITY DEPOSIT | | 71-00-00-5555 | \$22.60 |
| 99-216312-005 | UTILITY DEPOSIT | | 71-00-00-5555 | \$50.00 |
| 99-233697-002 | UTILITY DEPOSIT | | 71-00-00-5555 | \$30.76 |
| 99-991685-001 | UTILITY DEPOSIT | | 71-00-00-5555 | \$20.00 |
| 99-993803-002 | UTILITY DEPOSIT | | 71-00-00-5555 | \$50.00 |
| 99-999031-001 | UTILITY DEPOSIT | | 71-00-00-5555 | \$22.02 |
| | | Total UTILITY DEPOSIT FUND | | \$875.05 |
| 2026057 | MYERS ENGINEERING | Wastewater Treatment Plant Bar Screen | 90-90-00-6373 | \$7,125.00 |
| | | Total GUTHRIE/OKC WATERLINE FUND | | \$7,125.00 |
| 2153 | HURLEY PLUMBING 267 | Plumbing Repairs | 98-98-00-6112 | \$69.75 |
| NP41735788 | FLEETCOR TECHNOLOGIES | Airport | 98-98-00-6118 | \$681.11 |
| JULY2014 | OG&E 405 | Electric Billing - Airport/GERA | 98-98-00-6305 | \$1,283.35 |
| JULY2014 | O.M.A.G.(21303) | BUILDING & PROPERTY INSURANCE - | 98-98-00-6329 | \$307.07 |

A/P Claims List

from 7/10/2014 to 7/10/2014

| Invoice # | Vendor | Description | Account | Cost |
|-----------|------------------------|---|---------------|---------------------|
| JULY2014 | O.M.A.G.(21302) | WORKERS' COMP - AIRPORT | 98-98-00-6329 | \$547.16 |
| JULY2014 | O.M.A.G.(425) | Liability/Auto - Airport/GERA | 98-98-00-6329 | \$52.55 |
| | | Total AIRPORT FUND | | \$2,940.99 |
| JULY2014 | OKLAHOMA DEPARTMENT OF | Spirit Wing Loan | 99-99-00-6702 | \$1,041.67 |
| | | Total GUTHRIE INDUSTRIAL DEVELOPMENT | | \$1,041.67 |
| | | Total All Funds | | \$303,250.00 |

City of Guthrie
A/P Claims List
from 7/11/2014 to 7/11/2014

| Invoice # | Vendor | Description | Account | Cost |
|------------|-----------------------------|---|---------------|-----------------|
| JULY2014-2 | OG&E 405 | Electric Billing - Street Lighting | 01-01-00-6306 | \$372.38 |
| 2034947 | OKLA POLICE PENSION & RS(20 | Deduction missed on City side for Officer Dan | 01-07-70-6020 | \$126.16 |
| JULY2014-2 | SHINEY BAYS (22581) | Car Wash GPWA | 01-14-41-6116 | \$122.60 |
| | | Total GENERAL FUND | | \$621.14 |
| | | Total All Funds | | \$621.14 |

City of Guthrie
A/P Claims List
 from 7/17/2014 to 7/17/2014

| Invoice # | Vendor | Description | Account | Cost |
|----------------|-------------------------------|---|---------------|--------------------|
| 03-1577 | MESO(126) | DRUG TESTING FOR THE FIRST HALF OF | 01-01-00-6301 | \$763.25 |
| 03-1483 | MESO(126) | QUARTERLY SAFETY TRAINING | 01-01-00-6373 | \$625.00 |
| 1329 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$140.00 |
| 1369 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$80.00 |
| 1370 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$120.00 |
| 1383 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$80.00 |
| 1384 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$80.00 |
| 1385 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$100.00 |
| 1386 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$160.00 |
| 1387 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$90.00 |
| 1388 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$80.00 |
| 1389 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$175.00 |
| 1390 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$95.00 |
| 1391 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$170.00 |
| 1392 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$90.00 |
| 1393 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$120.00 |
| 1394 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$120.00 |
| 1395 | A CUT ABOVE LAWN SERVICE | 2 Abatements | 01-05-51-6354 | \$90.00 |
| 2034951 | SHELTON'S PHOTOGRAPHY & D | AERIAL PHOTOS | 01-05-53-6123 | \$100.00 |
| 2034952 | DOMINION HOUSE (21843) | CMAO - TABLES FOR A SPECIAL EVENT | 01-05-53-6342 | \$350.50 |
| JULY2014 | LOGAN COMMUNITY SERVICES, | Community Services | 01-07-70-6345 | \$125.00 |
| 5753 | RED DIRT CONSTRUCTION, L.L.C. | EMERGENCY SETTING OF THE POLE FOR | 01-12-00-6113 | \$200.00 |
| | | Total GENERAL FUND | | \$3,953.75 |
| JUNE2014 CM | WASTE CONNECTIONS, INC (210 | | 20-00-00-5466 | (\$250.00) |
| 2034954 | PAIGE PETERSON (23081) | REFUND UTILITY DEPOSIT AND SERVICE | 20-00-00-5522 | \$25.00 |
| JULY2014 | USPS - UNITED STATES POSTAL | Postage | 20-21-00-6309 | \$2,000.00 |
| JULY2014-2 | USPS - UNITED STATES POSTAL | Postage | 20-21-00-6309 | \$1,000.00 |
| 1398755/139875 | WASTE CONNECTIONS, INC (210 | Sanitation Commercial/Residential Service A | 20-21-00-6348 | \$71,750.55 |
| 1398755/139875 | WASTE CONNECTIONS, INC (210 | Sanitation Convenience Center Service Agree | 20-26-00-6375 | \$4,463.82 |
| 2000226972 | ANCHOR PAINT(192) | Paint for swimming pool | 20-29-00-6112 | \$2,800.00 |
| | | Total GPWA OPERATING FUND | | \$81,789.37 |
| 2034954 | PAIGE PETERSON (23081) | REFUND UTILITY DEPOSIT AND SERVICE | 71-00-00-2074 | \$75.00 |
| | | Total UTILITY DEPOSIT FUND | | \$75.00 |
| 2034953 | EDMOND ECONOMIC DEV. AUTH | Payment for Corporate Hangar Development | 99-99-00-6706 | \$5,586.67 |
| | | Total GUTHRIE INDUSTRIAL DEVELOPMENT | | \$5,586.67 |
| | | Total All Funds | | \$91,404.79 |

City of Guthrie
A/P Claims List
 from 7/18/2014 to 7/18/2014

| Invoice # | Vendor | Description | Account | Cost |
|------------|-----------------------|--|---------------|------------|
| JUNE2014-1 | BANK OF AMERICA 22774 | Central Office Supplies | 01-01-00-6100 | \$1,181.44 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Janitor/Chemicals Supplies | 01-01-00-6103 | \$1,743.01 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies | 01-01-00-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 01-01-00-6112 | \$2,123.46 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Supplies | 01-01-00-6114 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Telephone | 01-01-00-6301 | \$4,180.29 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Printing | 01-01-00-6308 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Computer Operations | 01-01-00-6311 | \$3,516.26 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Council Travel/Training | 01-01-00-6314 | \$187.58 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Communications | 01-01-00-6318 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Advertising - Legal Publications | 01-01-00-6334 | \$403.31 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Services/Charges | 01-01-00-6346 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Maintenance Agreement | 01-01-00-6347 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Membership Dues | 01-01-00-6350 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Services | 01-01-00-6373 | \$2,669.08 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Internet Services | 01-01-00-6381 | \$669.75 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (City Manager) | 01-02-20-6048 | \$855.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-02-20-6317 | \$257.07 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 01-02-20-6355 | \$0.00 |
| 2034923 | JIM AHLGREN (21811) | MILEAGE REIMBURSEMENT | 01-02-24-6047 | \$142.24 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (HR) | 01-02-24-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Supplies & Operating Expense - GTV 20 | 01-02-24-6126 | \$544.52 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-02-24-6317 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Advertising - Legal Publications | 01-02-24-6334 | \$40.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 01-02-24-6355 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - Building Services | 01-02-25-6016 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (Building Services) | 01-02-25-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies | 01-02-25-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-02-25-6316 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-02-25-6317 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (Finance) | 01-03-30-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-03-30-6317 | \$115.76 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Maintenance Agreements | 01-03-30-6347 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Recording/Dues/Subscriptions | 01-03-30-6355 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (Planning) | 01-05-50-6048 | \$78.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Office Supplies | 01-05-50-6100 | \$25.08 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies/Apparel | 01-05-50-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous | 01-05-50-6114 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Computer Supplies | 01-05-50-6123 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Printing | 01-05-50-6308 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-05-50-6316 | \$195.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-05-50-6317 | \$73.79 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Advertising - Legal Publications | 01-05-50-6334 | \$36.55 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 01-05-50-6355 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Services | 01-05-50-6373 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Reference Books - Community Development | 01-05-50-6379 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development | 01-05-51-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-05-51-6316 | \$82.36 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Advertising - Legal Publications | 01-05-51-6334 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 01-05-51-6355 | \$0.00 |

City of Guthrie
A/P Claims List
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| Invoice # | Vendor | Description | Account | Cost |
|------------|-----------------------|---------------------------------------|---------------|------------|
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development | 01-05-53-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Marketing Expenses | 01-05-53-6123 | \$62.23 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Printing | 01-05-53-6308 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Special Events - Economic Development | 01-05-53-6342 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 01-05-53-6355 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | ED - Professional Development | 01-05-53-6373 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development | 01-06-60-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Literacy Programming Supplies | 01-06-60-6114 | \$1,351.96 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Library Supplies | 01-06-60-6117 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Library Materials - Print | 01-06-60-6130 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Library Materials - Electronic | 01-06-60-6131 | \$333.71 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-06-60-6317 | \$318.87 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions - Library | 01-06-60-6355 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building Maintenance | 01-06-60-6387 | \$56.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - PD | 01-07-70-6019 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Employee Physicals | 01-07-70-6030 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 01-07-70-6104 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Jail Supplies | 01-07-70-6106 | \$95.44 |
| JUNE2014-1 | BANK OF AMERICA 22774 | K-9 Dog Food/Supplies | 01-07-70-6108 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies/Apparel | 01-07-70-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Supplies | 01-07-70-6114 | \$41.80 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 01-07-70-6118 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Photo/Video Supply | 01-07-70-6120 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Crime Prevention Program | 01-07-70-6122 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Printing | 01-07-70-6308 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Computer Maintenance/Operations | 01-07-70-6311 | \$396.59 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-07-70-6316 | \$3,126.31 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-07-70-6317 | \$288.49 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Communications | 01-07-70-6318 | \$1,671.87 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Collections | 01-07-70-6340 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Special Events | 01-07-70-6342 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Training Program | 01-07-70-6343 | \$570.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 01-07-70-6355 | \$150.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniform Allowance - PD | 01-07-71-6019 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Ammunition | 01-07-71-6105 | \$3,166.50 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 01-07-72-6104 | \$144.05 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Shelter Food/Supplies | 01-07-72-6108 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies/Apparel | 01-07-72-6110 | \$9.95 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 01-07-72-6112 | \$90.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | kennel Supplies | 01-07-72-6114 | \$143.67 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Animal Cages | 01-07-72-6132 | \$1,053.90 |
| JUNE2014-2 | BANK OF AMERICA 22774 | BOA JUNE 2014 #2 | 01-07-72-6133 | \$555.72 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniform Allowance - CID | 01-07-77-6019 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Photo/Video Supplies | 01-07-77-6120 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Drug Enforcement Program | 01-07-77-6124 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Property/Evidence Supplies | 01-07-77-6323 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Special Investigation Operations | 01-07-77-6336 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Supplies | 01-07-78-6114 | \$79.35 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - Street Dept. | 01-12-00-6016 | \$16.77 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 01-12-00-6102 | \$5,865.05 |

City of Guthrie
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| Invoice # | Vendor | Description | Account | Cost |
|------------|-----------------------|--|---------------|--------------------|
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 01-12-00-6104 | \$17.91 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies | 01-12-00-6110 | \$36.46 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Traffic Supplies | 01-12-00-6111 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 01-12-00-6112 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Street/Sidewalks/Bridges | 01-12-00-6113 | \$6,990.30 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Supplies | 01-12-00-6114 | \$4.76 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Signs & Materials | 01-12-00-6115 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 01-12-00-6118 | \$146.58 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-12-00-6316 | \$628.42 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-12-00-6317 | \$175.35 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Communications | 01-12-00-6318 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Equipment Rental | 01-12-00-6321 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | License & Certification - Street | 01-12-00-6365 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - Fleet Maintenance | 01-14-00-6016 | \$152.88 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (Fleet Maintenanc | 01-14-00-6048 | \$682.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 01-14-00-6102 | \$142.07 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 01-14-00-6104 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies | 01-14-00-6110 | \$456.94 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 01-14-00-6112 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Shop Supplies | 01-14-00-6114 | \$25.98 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-14-00-6316 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-14-00-6317 | \$463.67 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Computer Maintenance | 01-14-00-6324 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Services / Charges | 01-14-00-6346 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Reference Books | 01-14-00-6379 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-14-41-6116 | \$266.77 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 01-14-41-6118 | \$229.78 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - Parks | 01-15-11-6016 | \$191.22 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development | 01-15-11-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 01-15-11-6102 | \$17.46 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 01-15-11-6104 | \$1,051.62 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies | 01-15-11-6110 | \$638.68 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Buildings & Grounds | 01-15-11-6112 | \$1,245.82 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 01-15-11-6118 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 01-15-11-6316 | \$648.79 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 01-15-11-6317 | \$4,881.74 |
| | | Total GENERAL FUND | | \$57,802.98 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - FD/Suppression | 09-09-90-6016 | \$111.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (FD) | 09-09-90-6048 | \$42.90 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 09-09-90-6102 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 09-09-90-6104 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Food/Humans | 09-09-90-6107 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | FD Safety Supplies | 09-09-90-6110 | \$5,066.20 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 09-09-90-6112 | \$782.39 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Misc Supplies | 09-09-90-6114 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Nozzle Replacement | 09-09-90-6136 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Hose Replacement | 09-09-90-6137 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | SCBA Bottle Program | 09-09-90-6138 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 09-09-90-6316 | \$1,429.49 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 09-09-90-6317 | \$53.71 |

City of Guthrie
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| Invoice # | Vendor | Description | Account | Cost |
|------------|-----------------------|---|---------------|--------------------|
| JUNE2014-1 | BANK OF AMERICA 22774 | Communications | 09-09-90-6318 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 09-09-90-6355 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Certification Equipment | 09-09-90-6362 | \$4,387.45 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - FD/EMS | 09-09-92-6016 | \$59.99 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (EMS) | 09-09-92-6048 | \$900.03 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals/Ambulance Supplies | 09-09-92-6104 | \$8,184.30 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies/Apparel | 09-09-92-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 09-09-92-6316 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Communications | 09-09-92-6318 | \$162.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 09-09-92-6355 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Services | 09-09-92-6373 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - FD/Admin | 09-09-96-6016 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (Fire - Admin) | 09-09-96-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Office Supplies | 09-09-96-6101 | \$125.10 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 09-09-96-6102 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Food/Humans | 09-09-96-6107 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Supplies | 09-09-96-6114 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Public Education | 09-09-96-6121 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 09-09-96-6316 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Communications | 09-09-96-6318 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Dues & Subscriptions | 09-09-96-6355 | \$0.00 |
| | | Total FIRE/EMS FUND | | \$21,304.56 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies | 20-21-00-6110 | \$94.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Buildings & Grounds (GPWA) | 20-21-00-6112 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Supplies | 20-21-00-6114 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Telephone | 20-21-00-6301 | \$2,340.46 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Printing | 20-21-00-6308 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Postage | 20-21-00-6309 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Computer Operations | 20-21-00-6311 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 20-21-00-6317 | \$74.35 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Communications | 20-21-00-6318 | \$29.90 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Program | 20-21-00-6339 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Utilities Collection Fees | 20-21-00-6340 | \$58.56 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Maintenance Agreements | 20-21-00-6347 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Services | 20-21-00-6373 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (GPWA Admin) | 20-22-00-6048 | \$90.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - WTP | 20-23-00-6016 | \$351.75 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 20-23-00-6102 | \$145.52 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals/Medical | 20-23-00-6104 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Lab Supplies | 20-23-00-6109 | \$966.57 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Apparel & Supplies | 20-23-00-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 20-23-00-6112 | \$1,570.99 |
| JUNE2014-2 | BANK OF AMERICA 22774 | BOA JUNE 2014 #2 | 20-23-00-6118 | \$846.60 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Annual State Water Testing | 20-23-00-6303 | \$7,480.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 20-23-00-6316 | \$1,849.15 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 20-23-00-6317 | \$129.90 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Computer Maintenance | 20-23-00-6324 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Publishing Fees | 20-23-00-6334 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Booster Station | 20-23-00-6335 | \$638.04 |
| JUNE2014-1 | BANK OF AMERICA 22774 | License & Certification - Water Plant | 20-23-00-6365 | \$945.00 |

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| Invoice # | Vendor | Description | Account | Cost |
|----------------------------------|-----------------------|--|---------------|--------------------|
| JUNE2014-1 | BANK OF AMERICA 22774 | License & Certification | 20-23-00-6365 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - WWTP | 20-24-00-6016 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 20-24-00-6102 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 20-24-00-6104 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Lab Supplies | 20-24-00-6109 | \$2,459.50 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Apparel & Supplies | 20-24-00-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Buildings & Grounds | 20-24-00-6112 | \$71.61 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 20-24-00-6114 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 20-24-00-6118 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Lift Station Maintenance | 20-24-00-6312 | \$4,267.38 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 20-24-00-6316 | \$435.06 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 20-24-00-6317 | \$794.86 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Required/Mandatory Testing | 20-24-00-6357 | \$590.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | License & Certification | 20-24-00-6365 | \$368.00 |
| JUNE2014-2 | BANK OF AMERICA 22774 | BOA JUNE 2014 #2 | 20-24-00-6376 | \$7,389.19 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - Convenience Ctr. | 20-26-00-6016 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 20-26-00-6102 | \$22.99 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Apparel & Supplies | 20-26-00-6110 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 20-26-00-6112 | \$40.41 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Supplies | 20-26-00-6114 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 20-26-00-6118 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 20-26-00-6316 | \$388.13 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 20-26-00-6317 | \$335.39 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Uniforms - Line Maintenance | 20-27-00-6016 | \$91.50 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 20-27-00-6102 | \$160.91 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 20-27-00-6104 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Apparel & Supplies | 20-27-00-6110 | \$127.22 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Buildings and Grounds | 20-27-00-6112 | \$47.50 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Fuel & Lube | 20-27-00-6118 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Water/Sewer Maintenance | 20-27-00-6119 | \$14,678.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Water Meters | 20-27-00-6129 | \$237.50 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Street/Sidewalks | 20-27-00-6313 | \$60.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 20-27-00-6316 | \$516.01 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 20-27-00-6317 | \$3,742.49 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Miscellaneous Services/Charges | 20-27-00-6346 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | License & Certification - Line Maintenance | 20-27-00-6365 | \$736.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | License & Certification | 20-27-00-6365 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Chemicals | 20-29-00-6104 | \$1,220.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 20-29-00-6112 | \$7.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 20-29-00-6317 | \$0.00 |
| Total GPWA OPERATING FUND | | | | \$56,397.44 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Library: State Aid (ODL) | 30-30-06-6541 | \$1,118.94 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Police: OSBI Grant | 30-30-07-6357 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Bullet Proof Vest Grant | 30-30-07-6597 | \$0.00 |
| Total GRANTS FUND | | | | \$1,118.94 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Pool Improvements | 45-45-00-6509 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Highland Hall and Park Repairs | 45-45-00-6531 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Park Improvements | 45-45-00-6545 | \$15,208.17 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Lake Improvements | 45-45-00-6546 | \$0.00 |

City of Guthrie
A/P Claims List
from 7/18/2014 to 7/18/2014

| Invoice # | Vendor | Description | Account | Cost |
|-----------------------------------|-----------------------|------------------------------------|---------------|---------------------|
| Total HOTEL/MOTEL TAX FUND | | | | \$15,208.17 |
| JUNE2014-1 | BANK OF AMERICA 22774 | All Copier Lease | 54-54-02-6705 | \$1,838.48 |
| JUNE2014-1 | BANK OF AMERICA 22774 | E911 | 54-54-07-6514 | \$0.00 |
| Total CAPITAL PROJECTS | | | | \$1,838.48 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 72-72-00-6112 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Computer Operations | 72-72-00-6311 | \$1,718.98 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Tent & Burial Supplies | 72-72-00-6554 | \$0.00 |
| Total CEMETERY CARE FUND | | | | \$1,718.98 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Development (Airport) | 98-98-00-6048 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Office Supplies | 98-98-00-6101 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Minor Tools | 98-98-00-6102 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Safety Supplies/Apparel | 98-98-00-6110 | \$149.68 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Building & Grounds | 98-98-00-6112 | \$58.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Telephone & Internet | 98-98-00-6301 | \$42.64 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Printing | 98-98-00-6308 | \$0.00 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Airport Beacon | 98-98-00-6315 | \$1,390.82 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Vehicle Maintenance | 98-98-00-6316 | \$17.94 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Machine/Equipment Maintenance | 98-98-00-6317 | \$15.50 |
| JUNE2014-1 | BANK OF AMERICA 22774 | Professional Services | 98-98-00-6373 | \$0.00 |
| Total AIRPORT FUND | | | | \$1,674.58 |
| Total All Funds | | | | \$157,064.13 |

A/P Claims List

from 7/24/2014 to 7/24/2014

| Invoice # | Vendor | Description | Account | Cost |
|---|--|--|---|--|
| 1313 / 1396 JULY2014 | A CUT ABOVE LAWN SERVICE FIRST CAPITAL TROLLEY(20238) | 919 W MANSUR/719 W NOBLE TRANSPORTATION FOR CMOA Total GENERAL FUND | 01-05-51-6354 01-05-53-6123 | \$514.00 \$148.50 \$662.50 |
| 1424 1426 | MID AMERICA HYDRO TECH MID AMERICA HYDRO TECH | 85,000.00 BLANKET FOR CHEMICALS 85,000.00 BLANKET FOR CHEMICALS Total GPWA OPERATING FUND | 20-23-00-6104 20-23-00-6104 | \$17,105.40 \$622.22 \$17,727.62 |
| 02-023720-002 04-041350-001 07-071412-012 07-072504-018 08-080270-020 09-092610-009 10-100924-011 11-110790-003 12-121620-009 13-130180-007 15-151461-014 | UTILITY DEPOSIT REFUND UTILITY DEPOSIT REFUND | | 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 71-00-00-5555 | \$75.00 \$75.00 \$19.01 \$12.40 \$24.02 \$144.94 \$13.13 \$11.81 \$28.09 \$15.63 \$15.72 \$434.75 |
| 2026033 | MYERS ENGINEERING | Wastewater Treatment Plant Bar Screen Total GUTHRIE/OKC WATERLINE FUND | 90-90-00-6373 | \$3,450.00 \$3,450.00 |
| 9 9-3 9-2 | SURETY MANAGEMENT SURETY MANAGEMENT SURETY MANAGEMENT | TAXIWAY EXTENSION - NW TAXIWAY EXTENSION-NW TAXIWAY C REHABILITATION Total AIRPORT FUND | 98-98-94-6588 98-98-94-6588 98-98-94-6590 | \$15,826.34 \$20,551.73 \$112,044.20 \$148,422.27 |
| Total All Funds | | | | \$170,697.14 |