



62nd City Council

Mayor Mark Spradlin

Ward I –Trey Ayers, John Wood **Ward II** –Jeff Taylor, Clarice Reandeau

Ward III – Gaylord Z. Thomas, Sharyl Padgett

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Tuesday, November 18, 2014 at 7:00pm

City Hall Council Chambers

101 North Second Street, Guthrie, Oklahoma, 73044

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

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

- A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held November 4, 2014 1
- B. Consider approval of FY2014 Budget Amendment No. 1 increasing the budget for the General Fund, GPWA Fund, Fire Fund, Hotel/Motel Fund, Water Treatment Plant Fund, Capital Projects Fund, CMOM Fund, Cemetery Fund, Oklahoma City Waterline Fund, Airport Grant Fund, Airport Fund, USDA Rural Development, and GIDA Fund..... 2

- 4. Adjournment.

CITY COUNCIL MEETING

62nd City Council

Tuesday, November 18, 2014 at 7:00pm

City Hall Council Chambers

101 North Second Street, Guthrie, Oklahoma, 73044

- 1. Call to Order
- 2. Consent Agenda

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

- A. Consider approval of minutes of the City Council Workshop Meeting held November 4, 2014 8
- B. Consider approval of minutes of the Regular City Council Meeting held on November 4, 2014 10
- C. Consider approval of FY2014 Budget Amendment No. 1 increasing the budget for the General Fund, GPWA Fund, Fire Fund, Hotel/Motel Fund, Water Treatment Plant Fund, Capital Projects Fund, CMOM Fund, Cemetery Fund, Oklahoma City Waterline Fund, Airport Grant Fund, Airport Fund, USDA Rural Development, and GIDA Fund..... 2

- D. Consider approval of the maintenance contract between Oklahoma Department of Transportation (ODOT) and the City of Guthrie for the acceptance of the maintenance and operation cost of the traffic signals to be installed at the intersection of State Highway 33 and I-35 Ramps 13
- 3. Discussion and possible action to appoint a Council Member(s) to the Street Committee 19
- 4. City Manager’s Report
- 5. Requests/comments from members of the City Council
- 6. Consider approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, as follows:
 - A. 307(B)(1), for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of public officer or employee (City Manager).
 - B. 307(B)(4) for the purpose of discussing confidential communication between City Council and its Attorney concerning a pending investigation or claim (Logan County Rural Water District No. 1).
- 7. Consider action regarding City Manager.
- 8. Consider action regarding Logan County Rural Water District No. 1.
- 9. Adjournment.

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING
November 4, 2014

The regular meeting of the Guthrie Public Works Authority was posted on Friday, October 31, 2014, before 5:00 p.m. and held November 4, 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 7:02 p.m.

Members Present:	Mark Spradlin	Trey Ayers	Sharyl Padgett
	Gaylord Z. Thomas	Jeff Taylor	Clarice Reandean

Members Absent: John Wood

Staff Present:	Sereniah Breland	Randel Shadid	Kim Biggs
	Jim Ahlgren	Maxine Pruitt	Don Sweger
	Cyndi O	Cody Mosley	

Mayor Spradlin declared a quorum with six (6) Trustees in attendance.

Community Announcements and Recognitions. None.

Consent Agenda. Motion by Trustee Ayers, 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 October 21, 2014.

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

Aye: Spradlin, Ayers, Thomas, Padgett, Taylor, Reandean
Nay: None

Chairman Spradlin declared the motion carried unanimously.

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

Kim Biggs, Secretary

Mark Spradlin, Chairman



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 _____ Other: _____

Date of Meeting

November 18, 2014

Contact

Kim Biggs
 City Clerk/Treasurer

Agenda Item

Consider approval of the FY 2014 Budget Amendment No. 1 increasing the budget for the General Fund, GPWA Fund, Fire Fund, Hotel/Motel Fund, Water Treatment Plant Fund, Capital Projects Fund, CMOM Fund, Cemetery Fund, Oklahoma City Waterline Fund, Airport Grant Fund, Airport Fund, USDA Rural Development, and GIDA Fund.

Summary

Budget Amendment No. 1 increases the following:

1. General Fund in the amount of \$627,181 – Increase Sales & Use Tax Collections over projections, \$279,967; Miscellaneous line items, \$193,797; GPWA Transfer, \$153,417, for expenses incurred in FY2014.
2. Guthrie Public Works Authority Fund in the amount of \$499,955 – Transfer from General Fund, \$153,417; Water Collections, \$346,538, for expenses incurred in FY2014.
3. Hotel/Motel Fund in the amount of \$50,213 – Increase Hotel/Motel Tax Collections over projections, \$42,888; Budgeted Fund Balance, \$7,325, for expenses incurred in FY2014.
4. Fire Fund in the amount of \$272,859 – Increase transfer from General Fund for expenses incurred in FY2014.
5. Water Treatment Plant Fund in the amount of \$273,787 – Increase Water Collections over projections.
6. Capital Projects Fund in the amount of \$120,239 – Increase transfer from GPWA Fund, \$72,751; and Transfer from General Fund, \$47,488, for expenses incurred in FY2014.
7. CMOM Fund in the amount of \$284,533 – Increase Oklahoma Water Resources Board for the Sanitary Sewer Line Rehabilitation Project for expenses incurred in FY2014.
8. Cemetery Fund in the amount \$14,186 – Increase Budgeted Fund Balance for expenses incurred in FY2014.
9. Oklahoma City Waterline Fund in the amount of \$70,708 for expenses incurred in FY2014.
10. Airport Grant Fund in the amount of \$399,396 for funds received from FAA to be transferred to Airport Fund for an Airport Improvement Project.
11. Airport Fund in the amount of \$399,396 for funds being transferred from Airport Grant Fund for an Airport Improvement Project.
12. USDA Revolving Grant Fund in the amount of \$14,137.
13. Guthrie Industrial Development Authority Fund in the amount of \$5,467 for Corporate Hangar Development.

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	_____ N/A
Budgeted	_____ Yes	<input checked="" type="checkbox"/> No	_____ N/A
Account Number	<u>See Attached</u>	Amount	<u>See Budget Revision Report</u>
Legal Review	<input checked="" type="checkbox"/> N/A	_____ Required	Completed Date: _____

Supporting documents attached

- Request for Budget Amendment
- Budget Revision Report

Recommendation

Approve Budget Amendment No. 1.

Action Needed _____ Public Hearing Motion _____ Emergency Clause

City of Guthrie
Upsted Budget Revisions

Period	Reason	Line Number	Account Number	Description	Increase	Decrease
12	CC Year-End Budget Amendment	1	01-00-00-5402	GUTHRIE P.W.A.-TRANSFER	\$153,417.00	0
		2	01-00-00-5416	FEMA REIMBURSABLE	\$15,465.00	0
		3	01-00-00-5419	MISCELLANEOUS INCOME	\$153,417.00	0
		4	01-00-00-5420	BUILDING PERMITS	\$6,931.00	0
		5	01-00-00-5457	OIL/GAS/MINERALS ROYALTIES	\$17,984.00	0
		6	01-00-00-5471	COMPENSATING USE TAX	\$232,479.00	0
		7	01-00-00-5492	SALES TAX REVENUE	\$47,488.00	0
		8	01-01-00-6901	TRANSFER TO GPWA	\$153,417.00	0
		9	01-01-00-6902	TRANSFER TO CAPITAL PROJECT FUND	\$47,488.00	0
		10	01-01-00-6910	TRANSFER TO FIRE/EMS FUND	\$272,859.00	0
		11	09-00-00-5402	TRANSFER FROM GENERAL FUND	\$272,859.00	0
		12	09-09-90-6011	OVERTIME	\$27,373.00	0
		13	09-09-90-6112	BUILDING & GROUNDS	\$7,313.00	0
		14	09-09-90-6118	FUEL & LUBE	\$2,493.00	0
		15	09-09-90-6136	NOZZLE REPLACEMENT	\$4,560.00	0
		16	09-09-90-6137	HOSE REPLACEMENT	\$84.00	0
		17	09-09-92-6010	SALARIES/WAGES	\$69,810.00	0
		18	09-09-92-6011	OVERTIME	\$14,716.00	0
		19	09-09-92-6022	PENSION/FIRE	\$8,043.00	0
		20	09-09-92-6028	FICA/MEDICARE TAX	\$1,492.00	0
		21	09-09-92-6104	CHEMICALS	\$45,214.00	0
		22	09-09-92-6110	SAFETY SUPPLIES	\$601.00	0
		23	09-09-92-6118	FUEL & LUBE	\$967.00	0
		24	09-09-92-6316	VEHICLE MAINTENANCE	\$37,436.00	0
		25	09-09-92-6709	LEASE/PURCHASE - AMBULANCE	\$1.00	0
		26	09-09-96-6010	SALARIES/WAGES	\$759.00	0
		27	09-09-96-6028	FICA/MEDICARE TAX	\$5.00	0
		28	09-09-96-6308	PRINTING	\$79.00	0
		29	09-09-96-6355	DUES & SUBSCRIPTIONS	\$65.00	0
		30	20-00-00-5402	TRANSFER FROM GENERAL FUND	\$153,417.00	0
		31	20-00-00-5479	WATER COLLECTION FOR WATER RATE	\$346,538.00	0
		32	20-21-00-6900	TRANSFER TO GENERAL FUND	\$153,417.00	0
		33	20-21-00-6902	TRANSFER TO CAPITAL PROJECTS FUND	\$72,751.00	0
		34	20-21-00-6939	TRANSFER TO WTP FUND	\$273,787.00	0
		35	20-24-00-6312	LIFT STATION MAINTENANCE	\$29,629.00	0

**City of Guthrie
Upsted Budget Revisions**

Period	Reason	Line Number	Account Number	Description	Increase	Decrease
12	CC Year-End Budget Amendment					
		36	20-24-00-6316	VEHICLE MAINTENANCE	\$1,505.00	0
		37	20-24-00-6317	MACHINE/EQUIPMENT MAINTENANCE	\$59,452.00	0
		38	20-24-00-6365	LICENSE AND CERTIFICATION	\$287.00	0
		39	20-26-00-6010	SALARIES/WAGES	\$1,183.00	0
		40	20-26-00-6020	PENSION/CIVILIAN	\$200.00	0
		41	20-26-00-6102	MINOR TOOLS	\$4.00	0
		42	20-26-00-6316	VEHICLE MAINTENANCE	\$7,624.00	0
		43	20-27-00-6010	SALARIES/WAGES	\$4,698.00	0
		44	20-27-00-6011	OVERTIME	\$8,844.00	0
		45	20-27-00-6016	UNIFORMS	\$2,083.00	0
		46	20-27-00-6020	PENSION/CIVILIAN	\$2,916.00	0
		47	20-27-00-6028	FICA/MEDICARE TAX	\$2,044.00	0
		48	20-27-00-6033	EMPLOYEE WELLNESS PROGRAM	\$96.00	0
		49	20-27-00-6102	MINOR TOOLS	\$139.00	0
		50	20-27-00-6114	MISC. SUPPLIES	\$10.00	0
		51	20-27-00-6118	FUEL & LUBE	\$3,547.00	0
		52	20-27-00-6119	WATER/SEWER MAINTENANCE	\$5,605.00	0
		53	20-27-00-6317	MACHINE/EQUIPMENT MAINTENANCE	\$8,062.00	0
		54	20-28-00-6316	VEHICLE MAINTENANCE	\$36.00	0
		55	20-29-00-6112	BUILDING & GROUNDS	\$200.00	0
		56	45-00-00-5401	BUDGETED FUND BALANCE	\$7,325.00	0
		57	45-00-00-5417	ADMINISTRATIVE FEE	\$9,044.00	0
		58	45-00-00-5516	66.67% TOURISM	\$25,769.00	0
		59	45-00-00-5517	33.33% PARKS	\$8,075.00	0
		60	45-45-00-6367	PROMOTION OF TOURISM (66.67%)	\$27,386.00	0
		61	45-45-00-6545	PARK IMPROVEMENTS (33.33%)	\$6,018.00	0
		62	45-45-00-6546	LAKE IMPROVEMENTS	\$16,809.00	0
		63	50-00-00-5403	TRANSFER FROM GPWA	\$273,787.00	0
		64	50-50-00-6500	CAPITAL OUTLAY WATER TREATMENT PLANT	\$3,039.00	0
		65	50-50-00-6714	OWRB CONSTRUCTION INTEREST (WTP)	\$95,866.00	0
		66	54-00-00-5402	TRANSFER FROM GPWA FUND	\$72,751.00	0
		67	54-00-00-5403	TRANSFER FROM GENERAL FUND	\$47,488.00	0
		68	55-00-00-5485	OWRB-CWSRF LOAN (CMOM)	\$284,533.00	0
		69	55-55-00-6547	SANITARY SEWER LINE REHAB	\$284,533.00	0
		70	72-00-00-5401	BUDGETED FUND BALANCE	\$14,186.00	0

**City of Guthrie
Upsted Budget Revisions**

Period	Reason	Line Number	Account Number	Description	Increase	Decrease
12	CC Year-End Budget Amendment					
		71	72-72-00-6112	BUILDING & GROUNDS	\$1,411.00	0
		72	72-72-00-6519	MOWER	\$12,775.00	0
		73	90-03-00-5401	TRANSFER FROM 1339221	\$70,708.00	0
		74	90-90-00-6373	PROFESSIONAL SERVICES	\$14,000.00	0
		75	90-90-00-6572	NEW WATER METERS	\$56,708.00	0
		76	96-00-00-5503	AIRPORT GRANT	\$399,396.00	0
		77	96-96-00-6900	TRANSFER TO AIRPORT FUND	\$399,396.00	0
		78	97-00-00-4000	USDA RURAL DEVELOPMENT FUND BALANCE	\$14,137.00	0
		79	97-97-00-6391	REVOLVING GRANT	\$14,137.00	0
		80	98-00-00-5512	TRANSFER FROM FUND 96/FAA GRANT	\$399,396.00	0
		81	98-98-94-6373	PROFESSIONAL SERVICES-AIP ADMINISTRATI	\$74,772.00	0
		82	98-98-94-6590	TAXIWAY C REHABILITATION	\$79,153.00	0
		83	98-98-94-6591	SNOW EQUIPMENT	\$67,808.00	0
		84	99-00-00-5467	LEASE/RENT - CORP HANGAR DEV	\$5,467.00	0
		85	99-99-00-6702	LOAN PAYMENT (SPIRIT WING)	\$1.00	0
		86	99-99-00-6706	LOAN PAYMENT (EEDA) - CORP HANGAR	\$5,587.00	0

**CITY OF GUTHRIE
GUTHRIE PUBLIC WORKS AUTHORITY**

REQUEST FOR BUDGET AMENDMENT

Type of Amendment:

- 1. Transfer of Appropriations
- 2. Supplemental Appropriations --X--
- 3. Appropriation Decrease
- 4. Revenue Increase

Date: November 18, 2014
for September 30, 2014

Amendment No. 1

Funds Effected:

General Fund - \$627,181
GPWA Fund - \$499,955
Fire Fund - \$272,859
Hotel/Motel Fund - \$50,213
Water Treatment Plant - \$273,787
Capital Projects Fund - \$120,239
CMOM Fund - \$284,533

Cemetery Fund - \$14,186
OKC Waterline Fund - \$70,708
Airport Grant Fund - \$399,396
Airport Fund - \$399,396
USDA Rural Development - \$14,137
GIDA Fund - \$5,467

Comments:

Budget Amendment No. 1 increases the following:

- 1. General Fund in the amount of \$627,181 – Increase Sales & Use Tax Collections over projections, \$279,967; Miscellaneous line items, \$193,797; GPWA Transfer, \$153,417, for expenses incurred in FY2014.
- 2. Guthrie Public Works Authority Fund in the amount of \$499,955 – Transfer from General Fund, \$153,417; Water Collections, \$346,538, for expenses incurred in FY2014.
- 3. Hotel/Motel Fund in the amount of \$50,213 – Increase Hotel/Motel Tax Collections over projections, \$42,888; Budgeted Fund Balance, \$7,325, for expenses incurred in FY2014.
- 4. Fire Fund in the amount of \$272,859 – Increase transfer from General Fund for expenses incurred in FY2014.
- 5. Water Treatment Plant Fund in the amount of \$273,787 – Increase Water Collections over projections.
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- 12. USDA Revolving Grant Fund in the amount of \$14,137.
- 13. Guthrie Industrial Development Authority Fund in the amount of \$5,467 for Corporate Hangar Development.

APPROVAL

Date: _____

Purchasing Agent: _____ City Manager: _____

Council Approval Needed? Yes Date Posted: 11-18-14

If yes, date approved: 11-18-2014 City Clerk: _____

After amendment has been entered in the computer, copies are to be sent to the following:

- City Manager - 1 copy
- Purchasing Agent - 1 copy
- Department Head - 1 copy

MINUTES

CITY COUNCIL MEETING
Council Workshop
November 4, 2014

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Friday, October 31, 2014, before 5:00 p.m. and held November 4, 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
	Gaylord Z. Thomas	Clarice Reandean	

Members Absent:	John Wood	Jeff Taylor
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Staff Present:	Sereniah Breland	Randel Shadid	Kim Biggs
	Jim Ahlgren	Maxine Pruitt	Cyndi O
	Cody Mosley		

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

Water Treatment Plant Annual Update. Public Works Director, Maxine Pruitt, provided a presentation of the duties and activities performed this past year at the Water Treatment Plant.

Councilmember Jeff Taylor present at 6:06 p.m.

Discussion regarding an Entrepreneurial zoning designation. Economic Development Director, Cody Mosley, reviewed the intent and benefits of the zoning designation. It is a combined district specifically for both commercial and residential land uses. This Commercial/Entrepreneurial Zone is designed to allow those people who wish to locate both their residence and their business in an area conducive to the formation of a new business venture. The business to be included can be retail, assembly, manufacturing or service. The goal of this zone is to provide a supportive geographic area to a new business that not only supports the innovation, collaboration and growth of new business entities, but allows those entrepreneurs to live where they work, to collaborate with other business entities, and to provide a unique environment to the consumer to view, compare and purchase the goods and services being created in this geographic zone.

Discussion regarding Territorial Squares lease agreement. Human Resources/Building Maintenance Director, Jim Ahlgren, reviewed the option of amending the current lease agreement by adding a non-exclusive use that would allow the building to be used by other parties when not in-use by the Territorial Squares Dance Club. The scheduling of the building would be handled through the Finance Office and Public Works and would follow the same rules

and regulations in place for Highland Hall. Rental fees will be established if all parties agree to these terms.

Public Comments. Ms. Phyllis Johnston, President of the Territorial Squares Square Dance Club, expressed their concerns about the building not being ADA compliant, would like the ability to lockup supplies and equipment, and how the City would handle the increase in utilities that would costs their club if used by outside groups.

Discussion regarding agenda items. None.

Request for future items of discussion. None.

Adjournment. There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 6:31 p.m.

Kim Biggs, City Clerk

Mark Spradlin, Mayor

MINUTES

CITY COUNCIL MEETING
November 4, 2014

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

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

Members Present: Mark Spradlin Trey Ayers Sharyl Padgett
 Gaylord Z. Thomas Jeff Taylor Clarice Reandeu

Members Absent: John Wood

Staff Present: Sereniah Breland Randel Shadid Kim Biggs
 Jim Ahlgren Maxine Pruitt Cyndi O
 Cody Mosley Don Sweger

Mayor Spradlin declared a quorum with six (6) Councilmembers in attendance.

Consent Agenda. Motion by Councilmember Thomas, seconded by Councilmember Ayers, moved approval of the Consent Agenda, as follows:

- A. Consider approval of minutes of the City Council Workshop Meeting held October 21, 2014.
- B. Consider approval of minutes of the Regular City Council Meeting held on October 21, 2014.
- C. Consider approval of minutes of the Special City Council Meeting held on October 28, 2014.
- D. Consider approval to ten (10) Annual Day Use Passes for Liberty Lake and Guthrie Lake in FY15 to be used in support of non-profit organizations serving the local community.

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

Aye: Spradlin, Ayers, Thomas, Taylor, Padgett, Reandeu
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Ordinance No. 3265. Motion by Councilmember Thomas, seconded by Councilmember Ayers, moved approval to adopt Ordinance No. 3265 making it unlawful to construct a storage unit facility in a commercially zoned area without a Special Use Permit from the City Council. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Ayers, Thomas, Taylor, Padgett, Reandean
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Emergency Clause. Motion by Councilmember Thomas, seconded by Councilmember Taylor, moved approval of Section 4 of Ordinance No. 3265 declaring an emergency and the immediate passage of this Ordinance. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Ayers, Thomas, Taylor, Padgett, Reandean
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Appointment of two Council Members to Guthrie Convention & Visitor Board. Motion by Councilmember Thomas, seconded by Councilmember Taylor, moved approval of appointing Councilmembers Ayers and Padgett as ex officio members to the Guthrie Convention & Visitor Board. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Ayers, Thomas, Taylor, Padgett, Reandean
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Appointment of one Council Member to the Finance Committee. Motion by Councilmember Taylor, seconded by Councilmember Ayers, moved approval of appointing Councilmember Padgett to the Finance Committee. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Ayers, Thomas, Taylor, Padgett, Reandean
Nay: None

Mayor Spradlin declared the motion carried unanimously.

Appointment of one Council Member to the Street Committee. Motion by Councilmember Taylor, seconded by Councilmember Reandean, moved approval of appointing Councilmember Thomas to the Street Committee. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Ayers, Thomas, Taylor, Padgett, Reandean
Nay: None

Mayor Spradlin declared the motion carried unanimously.

City Manager's Report. Announced upcoming community events. Thanked the businesses and those who volunteered with traffic control during the downtown trick-or-treating event.

Requests/comments from members of the City Council. Thanked city employees and announced upcoming community events.

Executive Session. Item A, 307(B)(1), for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of public officer or employee (City Manager) has been tabled until November 18, 2014.

Consider action regarding City Manager. No action was taken.

Adjourn. There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 7:10 p.m.

Kim Biggs, City Clerk

Mark Spradlin, Mayor

PROJECT

MAINTENANCE AGREEMENT

FOR

FEDERAL-AID PROGRAM PROJECT

PROJECT NUMBER STPY-142B(204)
JOB PIECE NO. 26379(04)

FOR THE
INSTALLATION OF TRAFFIC SIGNALS AT THE
INTERSECTION OF STATE HIGHWAY 33 AND I-35 RAMPS

IN THE CITY OF GUTHRIE

LOGAN COUNTY

BY AND BETWEEN

THE CITY OF GUTHRIE

AND

THE OKLAHOMA DEPARTMENT OF TRANSPORTATION

AGREEMENT

This AGREEMENT, made the day and year last written below, by and between the City of Guthrie, herein after referred to as the City, and the Department of Transportation of the State of Oklahoma, herein after referred to as the DEPARTMENT, for the following intents and purposes and subject to the following terms and conditions, to wit:

WITNESSETH:

That the DEPARTMENT proposes to make certain traffic improvements as directed by the Oklahoma Transportation Commission at their meeting of 10/06/2008, authorizing State apportioned Federal-aid Project funds for participation in the project for highway lighting in the City designated as Federal-aid Project STPY-142B(204), JP#26379(04) consisting of the actual traffic improvements as follows:

1. Installation of traffic signals at the intersection of STATE HIGHWAY 33 AND THE I-35 RAMPS in the City of Guthrie.

All construction is to be in accordance with the plans and by reference made a part of this AGREEMENT. Such plans are to be in accordance with the Oklahoma Standard Specifications for Highway Construction, Edition of 2009 and current updates.

It is the policy of the Oklahoma Department of Transportation to assure compliance with Title VI of the Civil Rights Act of 1964, and the CITY hereby agrees that as a condition to receiving any Federal financial assistance, it will comply with Title VI of the Civil Rights Act of 1964 which requires that no person in the United States shall, on the grounds of race, color, religion, sex, handicap, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which Federal Financial Assistance is received.

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. The DEPARTMENT agrees to provide the plans, specifications, and construction cost estimates for this project.
2. The DEPARTMENT and the CITY agree to become jointly responsible with the contractor as co-applicants for meeting all Environmental Protection Agency (EPA) requirements for storm

water runoff on this project. It is agreed that the project plans and specifications, required schedules for accomplishing the temporary and permanent erosion control work, the storm water pollution prevention plan sheet and appropriate USGS topographic map contained in the plans constitute the storm water management plan for the project described previously in this document. Further, if required, the DEPARTMENT and the CITY agree to file jointly with the contractor the Notice of Intent (NOI) for Storm Water Discharges Associated with CONSTRUCTION ACTIVITY under the OPDES General Permit with the Oklahoma Department of Environmental Quality which authorizes the storm water discharges associated with industrial activity from the construction site identified in this document.

3. The DEPARTMENT shall appoint competent supervision of the construction work to the end of obtaining work strictly in accordance with the approved plans and specifications.
4. The CITY shall, by resolution, duly authorize the execution of this AGREEMENT by proper officials, and attach copies of such resolution to this AGREEMENT.
5. It is understood and agreed that the roadway improvements and all devices specified herein shall not be altered, removed, or cease to be operative without mutual written consent of the DEPARTMENT and the CITY.
6. The CITY agrees that upon completion of construction of said project, final inspection, and acceptance of the project by the DEPARTMENT, the CITY will be responsible for the maintenance and cost of operation of all highway lighting equipment erected and installed pursuant to this agreement and all the devices.
7. The CITY hereby agrees to periodically review the adequacy of the aforesaid project to insure the safety of the traveling public and should the CITY determine that further modification or improvement be required, the CITY shall take such actions as are necessary to make such modification or improvement. When maintenance and/or operational modifications are required which, in the opinion of the DEPARTMENT, exceed the capabilities of the CITY's staff, the CITY agrees to retain, at the sole expense of the CITY, competent personnel for the purpose of bringing the improvement up to the proper standard of

operation.

8. In the event that any hardware installed hereunder is no longer needed for the purposes designated herein, then the hardware installed hereunder shall not be removed by the CITY to any point other than that which is approved by the DEPARTMENT prior to such removal.
9. In the event there is no mutually agreed location for reinstallation, the CITY will assume complete ownership of the equipment following removal if the installation is ten (10) years old or older. If the installation is less than ten (10) years old, and:
 - (a) In the event that the CITY desires total ownership of the equipment, the CITY shall reimburse the DEPARTMENT for 100% of the original equipment costs only, amortized for a ten (10) year service life, interest ignored, and assuming straight line depreciation.
 - (b) In the event the CITY does not desire total ownership of the equipment, the CITY shall sell the equipment at public auction to the highest bidder. The CITY shall reimburse the DEPARTMENT 100% of the proceeds of such sale.
10. Upon completion of the aforesaid project, the CITY hereby specifically agrees that the CITY assumes any and all financial obligation for the operation of the aforesaid project.
11. If the CITY should fail to fulfill its responsibilities under this AGREEMENT, such a failure will disqualify the CITY from future Federal-aid participation on any Federal-aid project. Federal funds are to be withheld until such time as a traffic engineering staff, satisfactory to the DEPARTMENT, has been properly established and functioning, deficiencies in regulations have been corrected, or the traffic operations improvements to be installed under this Agreement are brought to a satisfactory condition of maintenance.

IN WITNESS WHEREOF, the Chief Engineer of the Department of Transportation, pursuant to the authority vested in him by the Transportation Commission, has hereunto subscribed his name as Chief Engineer of the Department of Transportation, and the CITY has executed same pursuant to authority prescribed by law.

The CITY on the _____ day of _____, 20____, and the STATE on the _____ day of _____, 20__.

CITY OF GUTHRIE, OKLAHOMA

BY: _____
MAYOR

ATTEST:

Title

APPROVED AS TO FORM AND LEGALITY

BY: _____
CITY Attorney

STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION

By: _____
Chief Engineer

APPROVED AS TO FORM AND LEGALITY

BY: _____
General Counsel

BY: _____
Division Engineer



Agenda Item Cover Letter

Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting November 18, 2014	Contact Kim Biggs, City Clerk/Treasurer
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Agenda Item

Discussion and possible action to appoint a Council Member(s) to the Street Committee.

Summary

The Street Committee consists of three Council Members. The committee meets as needed to discuss, review and make recommendations to the City Council on traffic/street related issues. The Street Committee will select a Chair, if needed.

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

Recommendation

Appoint a Council Member to the Street Committee.

Action Needed Public Hearing Motion Emergency Clause

City of Guthrie 10/31/2014 2:22pm
A/P Claims List
 from 10/31/2014 to 10/31/2014

Invoice #	Vendor	Description	Account	Cost
007429	SAM'S CLUB DIRECT	MISC SUPPLIES	01-01-00-6100	\$71.26
646	GHM ENTERPRISES (1097)	DUST MOP CLEANING	01-01-00-6103	\$2.40
007429	SAM'S CLUB DIRECT	MISC SUPPLIES	01-01-00-6103	\$144.80
007429	SAM'S CLUB DIRECT	MISC SUPPLIES	01-01-00-6112	\$0.00
007429	SAM'S CLUB DIRECT	COFFEE SUPPLIES	01-01-00-6114	\$104.31
NOV2014	OKLAHOMA NATURAL GAS	MONTHLY BILLING FOR ONG - GENERAL	01-01-00-6307	\$1,260.77
8524	CRAWFORD &	AUDIT / ACCOUNTING SERVICES FY2015	01-01-00-6330	\$400.00
007429	SAM'S CLUB DIRECT	COFFEE SUPPLIES	01-07-70-6114	\$99.58
775032 / 775031	BOW FENCE (21808)	REPAIR CHAIN LINK FENCE AT MINERAL	01-15-11-6112	\$2,960.00
		Total GENERAL FUND		\$5,043.12
OCT2014	WASTE CONNECTIONS, INC		20-00-00-5466	(\$250.00)
007429	SAM'S CLUB DIRECT	COFFEE SUPPLIES	20-21-00-6114	\$437.42
NOV2014	OKLAHOMA NATURAL GAS	MONTHLY BILLING FOR ONG - GPWA	20-21-00-6307	\$503.69
1420468/1430469	WASTE CONNECTIONS, INC	Sanitation Service Agreement with Waste	20-21-00-6348	\$71,263.22
0329728-IN	MANLEY BROS OF INDIANA INC	6000 LBS OF #80 SILICA SAND (50# BAGS)	20-23-00-6104	\$1,100.00
1420468/1430469	WASTE CONNECTIONS, INC	Sanitation Service Agreement with Waste	20-26-00-6375	\$6,016.53
		Total GPWA OPERATING FUND		\$79,070.86
NOV2014	COMMUNITY STATE BANK	FRONT END LOADER MONTHLY PAYMENT	54-56-12-6718	\$2,687.83
		Total CAPITAL PROJECTS		\$2,687.83
07-070140-005	UTILITY DEPOSIT REFUND		71-00-00-5555	\$11.58
07-071032-006	UTILITY DEPOSIT REFUND		71-00-00-5555	\$130.16
08-080720-003	UTILITY DEPOSIT REFUND		71-00-00-5555	\$88.91
11-111101-008	UTILITY DEPOSIT REFUND		71-00-00-5555	\$10.18
14-140285-003	UTILITY DEPOSIT REFUND		71-00-00-5555	\$4.02
99-991154-001	UTILITY DEPOSIT REFUND		71-00-00-5555	\$22.60
		Total UTILITY DEPOSIT FUND		\$267.46
		Total All Funds		\$87,069.26

A/P Claims List

from 11/4/2014 to 11/7/2014

Invoice #	Vendor	Description	Account	Cost
NOV2014	OKLAHOMA UNIFORM BLDG	OCTOBER BUILDING PERMIT FEES	01-00-00-2013	\$156.00
NOV2014	O.M.A.G.(21303)	PROPERTY PROTECTION PLAN	01-01-00-6326	\$3,696.02
NOV2014	O.M.A.G.(21302)	WORKERS' COMP - GENERAL	01-01-00-6326	\$15,359.60
NOV2014	O.M.A.G.(425)	LIABILITY PROTECTION PLAN -	01-01-00-6326	\$4,034.09
NOV2014	CITY OF EDMOND (21508)	BASIC MONTHLY IT SERVICES	01-01-00-6373	\$1,106.86
642	GHM ENTERPRISES (1097)	PD LAUNDRY	01-07-70-6310	\$1.80
648	GHM ENTERPRISES (1097)	PD LAUNDRY	01-07-70-6310	\$9.00
650	GHM ENTERPRISES (1097)	PD LAUNDRY	01-07-70-6310	\$11.40
133	SHAWNS AUTOMOTIVE(21234)	TOWING OF UNIT TO GMS	01-07-70-6316	\$128.25
NOV2014	SHINEY BAYS (22581)	PD CAR WASH	01-07-70-6316	\$196.40
2035134	POLYGRAPH EXAMINERS	SWEGER PLYGRAPH LICENSE RENEWAL	01-07-70-6355	\$100.00
NOV2014	RURAL WATER DISTRICT	MONTHLY WATER SERVICES	01-15-11-6112	\$69.40
		Total GENERAL FUND		\$24,868.82
NOV2014	O.M.A.G.(21303)	PROPERTY PROTECTION	20-21-00-6326	\$3,696.02
NOV2014	O.M.A.G.(21302)	WORKERS' COMP - GPWA	20-21-00-6326	\$15,359.59
NOV2014	O.M.A.G.(425)	LIABILITY PROTECTION PLAN -	20-21-00-6326	\$4,034.09
2026187	MYERS ENGINEERING	VARIOUS PLAN REV, ETC TASK ORDER	20-21-00-6373	\$1,906.00
100715/100692	SOUTHWEST CHEMICAL (20977)	CHEMICALS FOR TREATING WATER	20-23-00-6104	\$5,907.70
		Total GPWA OPERATING FUND		\$30,903.40
2035121	Paul Bowers (23060)	PRESENTER HONORARIUM & MILEAGE	30-30-06-6541	\$241.84
		Total GRANTS FUND		\$241.84
COG-14-150	TAPESTRY GRAPHICS (20241)	TOURIST ADS IN THE OKLHAOMAN	45-45-00-6367	\$100.00
2176 / 2189	HURLEY PLUMBING 267	LIBERTY LAKE HOUSE REPAIRS	45-45-00-6546	\$114.00
		Total HOTEL/MOTEL TAX FUND		\$214.00
02-023771-008	UTILITY DEPOSIT REFUND		71-00-00-5555	\$6.39
02-024150-009	UTILITY DEPOSIT REFUND		71-00-00-5555	\$3.30
05-051990-002	UTILITY DEPOSIT REFUND		71-00-00-5555	\$18.52
07-071580-008	UTILITY DEPOSIT REFUND		71-00-00-5555	\$17.17
08-083083-008	UTILITY DEPOSIT REFUND		71-00-00-5555	\$40.75
12-123631-009	UTILITY DEPOSIT REFUND		71-00-00-5555	\$51.20
		Total UTILITY DEPOSIT FUND		\$137.33
NOV2014	O.M.A.G.(21303)	PROPERTY PROTECTION	98-98-00-6329	\$326.69
NOV2014	O.M.A.G.(21302)	WORKERS' COMP - AIRPORT	98-98-00-6329	\$547.16
NOV2014	O.M.A.G.(425)	LIABILITY PROTECTION PLAN -	98-98-00-6329	\$50.00
		Total AIRPORT FUND		\$923.86
		Total All Funds		\$57,289.24