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**62<sup>nd</sup> City Council**  
**Mayor Mark Spradlin**  
**Ward I** –John Wood, Trey Ayers   **Ward II** – Jeff Taylor, Clarice Reandeau  
**Ward III** – Gaylord Z. Thomas, Sharyl Padgett

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**SPECIAL CITY COUNCIL MEETING WORKSHOP**

Tuesday, January 20, 2015 at 6:00p.m.  
City Hall 3<sup>rd</sup> Floor Conference Room  
101 N. 2<sup>nd</sup> Street, Guthrie, Oklahoma, 73044

1. Call to Order.
2. Public Comments.
3. Police Department annual update.
4. Discussion regarding downtown improvements.
5. Request for future items of discussion.
6. Adjournment.



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

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Tuesday, January 20, 2015 at 7:00pm
City Hall Council Chambers
101 N. 2nd 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 January 2, 2015 ..... 1
4. Discussion and possible action acknowledging the receipt of Permit No. WL000042140865 for the construction of 3,029 linear feet of six (6) inch PVC potable waterline with all appurtenances to serve the Silent Harvest Addition II, Logan County, Oklahoma..... 3
5. Discussion and possible action acknowledging the receipt of Permit No. SL000042140866 for the construction of 2,378 linear feet of eight (8) inch PVC sanitary sewer with manholes and appurtenances to serve the Silent Harvest Addition II, Logan County, Oklahoma.. 7
6. Adjournment.

CITY COUNCIL MEETING

62nd City Council
Tuesday, January 20, 2015, 7:00pm
City Hall Council Chambers
101 N. 2nd 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 council member 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 held on January 2, 2015 ..... 11

- B. Consider approval of minutes of the Regular City Council Meeting held on January 2, 2015.....12
- C. Consider approval to allow the Purchasing Agent to solicit bids for construction of a Pilots’ Lounge at Guthrie-Edmond Regional Airport.....16
- D. Consider approval to authorize Library Staff to implement the Exercise for Fines Program for two months (February 4 to March 28, 2015).....18
- E. Consider approval to waive the rental fee at Highland Hall for the Logan County Girl Scouts on February 21, 2015 .....24
- 3. Discussion and possible action acknowledging the receipt of Permit No. WL000042140865 for the construction of 3,029 linear feet of six (6) inch PVC potable waterline with all appurtenances to serve the Silent Harvest Addition II, Logan County, Oklahoma ..... 3
- 4. Discussion and possible action acknowledging the receipt of Permit No. SL000042140866 for the construction of 2,428 linear feet of eight (8) inch PVC sanitary sewer with manholes and appurtenances to serve the Silent Harvest Addition II, Logan County, Oklahoma ..... 7
- 5. City Manager’s Report
- 6. Requests/comments from members of the City Council
- 7. Adjournment.

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

January 6, 2015

The regular meeting of the Guthrie Public Works Authority was posted on Friday, January 2, 2015, before 5:00 p.m. and held January 6, 2015, 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	John Wood	Trey Ayers
	Sharyl Padgett	Jeff Taylor	Clarice Reandeu

Members Absent: Gaylord Z. Thomas

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

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

**Community Announcements and Recognitions.** None.

**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 December 16, 2014.

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

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

Chairman Spradlin declared the motion carried unanimously.

**Agreement with Silent Harvest Phase I.** Motion by Vice Chairman Wood, seconded by Trustee Reandeu, moved approval of the agreement with Silent Harvest Homes, LP, Logan County Rural Water, Sewer and Solid Waste Management District No. 1, the City of Guthrie, and Guthrie Public Works Authority allowing potable water service from the Guthrie Public Works Authority for Phase I. Trustees entered their votes and the votes were displayed with the following results:

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

Chairman Spradlin declared the motion carried unanimously.

**Agreement with Silent Harvest Phase II.** Motion by Trustee Reandean, seconded by Vice Chairman Wood, moved approval of the agreement with Silent Harvest Homes, LP, Logan County Rural Water, Sewer and Solid Waste Management District No. 1, the City of Guthrie, and Guthrie Public Works Authority allowing potable water service from the Guthrie Public Works Authority for Phase II. Trustees entered their votes and the votes were displayed with the following results:

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

Chairman Spradlin declared the motion carried unanimously.

**Agreement with Guthrie Travel Center.** Motion by Trustee Padgett, seconded by Vice Chairman Wood, moved approval of the wastewater agreement with Guthrie Travel Center. Trustees entered their votes and the votes were displayed with the following results:

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

Chairman Spradlin declared the motion carried unanimously.

**Recess.** Motion by Trustee Taylor, seconded by Vice Chairman Wood, moved approval to recess the Guthrie Public Works Authority meeting. Trustees entered their votes and the votes were displayed with the following results:

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

Chairman Spradlin declared the motion carried unanimously at 7:07 p.m.

**Reconvene.** Chairman Spradlin reconvened the Guthrie Public Works Authority meeting at 8:10 p.m.

**Adjournment.** There being no further business for the Guthrie Public Works Authority Trustees, Chairman Spradlin declared the meeting adjourned at 8:11 p.m.

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Kim Biggs, Secretary

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Mark Spradlin, Chairman



Agenda Item Cover Letter

Meeting

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

Date of Meeting

January 20, 2015

Contact

Maxine Pruitt,
Director of Municipal
Services

Agenda Item

Discussion and possible action of acknowledging the receipt of Permit No. WL000042140865 for construction of 3,029 linear feet of six (6) inch PVC potable waterline with all appurtenances to serve the Silent Harvest Addition II, Logan County, Oklahoma.

Summary

This waterline permit is issued by the Oklahoma Department of Environmental Quality (ODEQ) as approval for the construction of a 3,029 linear feet, six (6) inch waterline PVC potable waterline with all appurtenances to serve the Silent Harvest Addition II. The ODEQ requires that the receipt of this as-built permit should be noted in the minutes of the next regular meeting of the City of Guthrie, after which it should be made a matter of permanent record.

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

Supporting documents attached

- As-built Permit No. WL000042140865 (3 pgs.)

Recommendation

Approve receipt of Permit No. WL000042140865

Action Needed: Public Hearing, X Motion, Emergency Clause



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

December 09, 2014

Mr. Chuck Burtcher, Chairman  
City of Guthrie,  
101 North 2nd Street  
Guthrie, Oklahoma 73044

Re: As-built permit No. WL000042140865  
Silent Harvest Addition II  
Facility No. 1020903

Dear Mr. Burtcher:

Enclosed is As-built permit No. WL000042140865 for the construction of 3,029 linear feet of six (6) inch PVC potable waterline with all appurtenances to serve the Silent Harvest Addition II, Logan County, Oklahoma.

The project authorized by this as-built permit should be constructed in accordance with the plans approved by this Department on December 09, 2014. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this as-built permit should be noted in the minutes of the next regular meeting of the City of Guthrie, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Sincerely,

A handwritten signature in blue ink that reads 'Sara Senyondo'.

Sara Senyondo, Ph.D.  
Construction Permit Section  
Water Quality Division

SS/RC/BG

Enclosure

c: Bruce Vande Lune, Regional Manager, DEQ  
Oklahoma City DEQ Office  
Gregory Armstrong, P.E., Holloway, Updike and Bellen, Inc.



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

**AS-BUILT PERMIT No. WL000042140865**

**WATER LINES**

**PWSID No. 1020903**

### **AS-BUILT PERMIT TO CONSTRUCT**

December 09, 2014

Pursuant to O.S. 27A 2-6-304, the City of Guthrie, is hereby granted this Tier I As-built Permit to construct 3,029 linear feet of six (6) inch PVC potable waterline with all appurtenances to serve the Silent Harvest Addition II, located in SW/4 Section 7, T-17-N, R-2-W, Logan County, Oklahoma, in accordance with the plans approved December 09, 2014.

By acceptance of this as-built permit, the permittee agrees to operate and maintain the facility in accordance with the Public Water Supply Operation rules (OAC 252:631) and to comply with the State Certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 4) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 5) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with Public Water Supply Construction Standards [OAC 252:626-19-2].
- 6) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.
- 7) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.
- 8) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality

707 NORTH ROBINSON, P.O. BOX 1677, OKLAHOMA CITY, OKLAHOMA 73101-1677

printed on recycled paper with soy ink

January 20, 2015



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

**AS-BUILT PERMIT No. WL000042140865**  
**WATER LINES**  
**PWSID No. 1020903**

**AS-BUILT PERMIT TO CONSTRUCT**

Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.

- 9) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 10) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. Section 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (GP-005) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 11) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 12) That water lines shall be located at least fifteen (15) feet from all parts of septic tanks and absorption fields, or other sewage treatment and disposal systems.
- 13) That whenever plastic pipe is approved and used for potable water, it shall bear the seal of the National Sanitation Foundation and meet the appropriate commercial standards.
- 14) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Public Water Supply Construction Standards OAC 252:626-19-2(8)(A) and OAC 252:626-19-2(8)(B), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested to the highest pressure obtainable under the most severe head conditions of the collection system prior to backfilling in accordance with Water Pollution Construction Standard OAC 252:656-5-4(c)(3).

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.

Rocky Chen, P.E., Engineering Manager, Construction Permit Section  
Water Quality Division



Agenda Item Cover Letter

Meeting

X City Council
X GPWA
Other:

Date of Meeting

January 20, 2015

Contact

Maxine Pruitt,
Director of
Municipal Services

Agenda Item

Discussion and possible action of acknowledging the receipt of Permit No. SL000042140866 for the construction of 2,428 linear feet of eight (8) inch PVC sanitary sewer with manholes and appurtenances to serve the Silent Harvest Addition II, Logan County, Oklahoma.

Summary

This waterline permit is issued by the Oklahoma Department of Environmental Quality (ODEQ) as approval for the construction of a 2,428 linear feet, eight (8) inch sanitary sewer with manholes and appurtenances to serve Silent Harvest Addition II. The ODEQ requires that the receipt of this as-built permit should be noted in the minutes of the next regular meeting of the City of Guthrie, after which it should be made a matter of permanent record.

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

Supporting documents attached

- As-built Permit No. SL000042140866 (3 pgs.)

Recommendation

Approve receipt of Permit No. SL000042140866.

Action Needed Public Hearing X Motion Emergency Clause



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

December 09, 2014

Mr. Chuck Burtcher, Chairman  
City of Guthrie  
101 North 2nd Street  
Guthrie, Oklahoma 73044

Re: As-built permit No. SL000042140866  
Silent Harvest Addition II  
Facility No. S-20930

Dear Mr. Burtcher:

Enclosed is as-built permit No. SL000042140866 for the construction of 2,428 linear feet of eight (8) inch PVC sanitary sewer with manholes and appurtenances to serve the Silent Harvest Homes II, Logan County, Oklahoma.

The project authorized by this as-built permit should be constructed in accordance with the plans approved by this Department on December 09, 2014. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this as-built permit should be noted in the minutes of the next regular meeting of the City of Guthrie, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,

A handwritten signature in blue ink that reads "Sara Senyondo".

Sara Senyondo, Ph.D.  
Construction Permit Section  
Water Quality Division

SS/RC/BG

Enclosure

c: Bruce Vande Lune, Regional Manager, DEQ  
Oklahoma City DEQ Office  
Gregory Armstrong, P.E., Holloway, Updike and Bellen, Inc.



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

**AS-BUILT PERMIT No. SL000042140866**

**SEWER LINES**

**FACILITY No. S-20930**

**AS-BUILT PERMIT TO CONSTRUCT**

December 09, 2014

Pursuant to O.S. 27A 2-6-304, the Guthrie, City of is hereby granted this Tier I As-built Permit to construct 2,428 linear feet of eight (8) inch PVC sanitary sewer with manholes and appurtenances to serve the Silent Harvest Homes II, located in SW/4 Section 7, T-17-N, R-2-W, Logan County, Oklahoma, in accordance with the plans approved December 09, 2014.

By acceptance of this as-built permit, the permittee agrees to operate and maintain the facilities in accordance with the "Oklahoma Pollutant Discharge Elimination System Standards - OPDES" (OAC 252:606) rules and to comply with the state certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 4) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with OAC 252:656-5-4(c)(3) of the standards for Water Pollution Control Facility Construction.
- 5) That tests will be conducted as necessary to insure that the construction of the sewer lines will prevent excessive infiltration and that the leakage will not exceed 10 gallons per inch of pipe diameter per mile per day.
- 6) That the Oklahoma Department of Environmental Quality shall be kept informed of occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 7) That the permittee will take steps to assure that the connection of house services to the sewers is done in such a manner that the functioning of the sewers will not be impaired and that earth and ground water will be excluded from the sewers when the connection is completed.
- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

707 NORTH ROBINSON, P.O. BOX 1677, OKLAHOMA CITY, OKLAHOMA 73101-1677



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

**AS-BUILT PERMIT No. SL000042140866**

**SEWER LINES**

**FACILITY No. S-20930**

**AS-BUILT PERMIT TO CONSTRUCT**

- 9) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 10) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 11) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (GP-005) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 12) That all manholes shall be constructed in accordance with the standards for Water Pollution Control Facility Construction (OAC 252:656-5-3), as adopted by the Oklahoma Department of Environmental Quality.
- 13) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Water Pollution Control Facility Construction OAC 252:656-5-4(c)(1) and OAC 252:656-5-4(c)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested using the ASTM air test procedure with no detectable leakage prior to backfilling, in accordance with the standards for Water Pollution Control Facility Construction OAC 252:656-5-4(c)(3).

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.

Rocky Chen, P.E., Engineering Manager, Construction Permit Section  
Water Quality Division

MINUTES

CITY COUNCIL MEETING  
Council Workshop  
January 6, 2015

The special meeting of the sixty-second City Council of Guthrie, Oklahoma, was posted on Friday, January 2, 2015, before 5:00 p.m. and held January 6, 2015, in the Guthrie City Hall Council Chambers.

Mayor Mark Spradlin called the meeting to order at 6:01 p.m.

Members Present:     Mark Spradlin             John Wood             Sharyl Padgett  
                                 Jeff Taylor             Clarice Reandeau

Members Absent:     Gaylord Z. Thomas     Trey Ayers

Staff Present:         Sereniah Breland         Kim Biggs             Jim Ahlgren  
                                 Maxine Pruitt             Cyndi O             Cody Mosley  
                                 Eric Harlow             Justin Heid             Randel Shadid

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

**Public Comments.** None.

**Discussion regarding Emergency Response district boundaries.** Fire Chief Harlow reviewed the handout that provided facts, figures, and issues regarding the EMS Tax District and EMS Response District. The Logan County EMS District I-1 (Guthrie School District) currently assesses a 3 mil levy on all properties located within the Guthrie Public School District. The City proposes notifying the Logan County Commissioners the end of January to inform them of the City's intent to draw back from the current EMS response district and only respond to areas within the Guthrie School District from which the City receives funding, effective July 1, 2015.

**Discussion regarding Guthrie Edmond Regional Airport pilot's lounge design.** Airport Manager, Just Heid, reviewed the design and budget for the pilot's lounge and also provided examples of what one would like fully furnished. The furnishings for the pilot's lounge will be provided through donations.

**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 6:18 p.m.

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Kim Biggs, City Clerk

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Mark Spradlin, Mayor

MINUTES

CITY COUNCIL MEETING

January 6, 2015

The regular meeting of the sixty-second City Council of Guthrie, Oklahoma was posted on Friday, January 2, 2015, before 5:00 p.m. and held Tuesday, January 6, 2015, in the Guthrie City Hall Council Chambers.

Mayor Mark Spradlin called the meeting to order at 7:08 p.m.

Members Present:	Mark Spradlin	John Wood	Trey Ayers
	Sharyl Padgett	Jeff Taylor	Clarice Reandeu

Members Absent: Gaylord Z. Thomas

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

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

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

- A. Consider approval of minutes of the Special City Council Workshop held on December 16, 2014.
- B. Consider approval of minutes of the Regular City Council Meeting held on December 16, 2014.
- C. Consider approval of minutes of the Finance Committee Meeting held on December 18, 2014.
- D. Consider approval to accept a grant in the amount of \$942.48 from the Oklahoma Humanities Council for the purpose of conducting a “Let’s Talk About It, Oklahoma!” program at the Guthrie Public Library and authorizing Library Staff to sign the corresponding agreement.
- E. Consider approval to accept the initial 90% installment of the annual State Aid Grant issued by the Oklahoma Department of Libraries (ODL).
- F. Consider approval to solicit bids for Advertising Services for Guthrie Convention & Visitor Bureau.
- G. Consider approval of the Right-of-Way, Public Utility and Encroachment Agreement between Oklahoma Department of Transportation (ODOT) and the City of Guthrie in connection with the location and improvement of a portion of the State Highway System within the corporate limits of the City of Guthrie, designated as SH-33 under plans and specifications for Federal/State Aid Project No. STPY-142A (102), State Job No. 21860(04) Construction, (05) R/W, (06) Utilities.

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

Aye: Spradlin, Wood, Ayers, Taylor, Padgett, Reandean

Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Agreement with Silent Harvest Phase I.** Motion by Councilmember Taylor, seconded by Vice Mayor Wood, moved approval of the agreement with Silent Harvest Homes, LP, Logan County Rural Water, Sewer and Solid Waste Management District No. 1, the City of Guthrie, and Guthrie Public Works Authority allowing potable water service from the Guthrie Public Works Authority for Phase I. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Ayers, Taylor, Padgett, Reandean

Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Agreement with Silent Harvest Phase II.** Motion by Vice Mayor Wood, seconded by Councilmember Reandean, moved approval of the agreement with Silent Harvest Homes, LP, Logan County Rural Water, Sewer and Solid Waste Management District No. 1, the City of Guthrie, and Guthrie Public Works Authority allowing potable water service from the Guthrie Public Works Authority for Phase II. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Ayers, Taylor, Padgett, Reandean

Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Resolution No. 2015-01.** Motion by Vice Mayor Wood, seconded by Councilmember Taylor, moved approval of Resolution NO. 2015-01, executing a Right-of Way, Public Utility and Encroachment Agreement in connection with the construction of Public Project No. STPY-142A (102), State Job No. 21860(04) Construction, (05) R/W, (06) Utilities. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Spradlin, Wood, Ayers, Taylor, Padgett, Reandean

Nay: None

Mayor Spradlin declared the motion carried unanimously.

**Public Hearing, Ordinance No. 3266.** A public hearing was held for the purpose of soliciting comment(s) regarding the annexation of said property known as the Guthrie Travel Center. There was no public comment. Motion by Vice Mayor Wood, seconded by Councilmember Padgett, moved approval of Ordinance No. 3266 for the consensual annexation of property located in the

Southeast Quarter of the Northeast Quarter of Section 10, Township 16 North, Range 2 West of the Indian Meridian, Logan County, Oklahoma, into the City of Guthrie, Oklahoma, city limits. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Spradlin declared the motion carried unanimously.

**Emergency Clause.** Motion by Councilmember Taylor, seconded by Councilmember Padgett, moved approval of Section 2 of Ordinance No. 3266 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, Wood, Ayers, Taylor, Padgett, Reandean  
Nay: None

Mayor Spradlin declared the motion carried unanimously.

**City Manager's Report.** Reminded Council that the Martin Luther King, Jr. parade is January 19 at 10:00 a.m.; the Pollard Theater will begin showing Mountaintop starting February 20; Samantha Crain will be playing at Prairie Gothic on January 17; and congratulated L'liott Curry for making the All-State Football Roster.

**Requests/comments from members of the City Council.** Commented on the items that were approved on tonight's agenda; recognized staff for their hard work; wished everyone a Happy New Year; and reminded the public to be aware and prepared for the cold weather.

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

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

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

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

Mayor Spradlin declared the motion carried unanimously at 7:12 p.m. Attending Executive Session were Mayor Spradlin, Vice Mayor Wood, Councilmembers Ayers, Taylor, Padgett and Reandean, City Manager Breland, City Attorney Shadid, and Attorney Jim Milton.

**Reconvene.** Mayor Spradlin reconvened the Guthrie City Council Meeting at 8:08 p.m. and stated no action was taken in Executive Session.

**Consider action regarding Logan County Rural Water District No. 1.** Motion by Vice Mayor Wood, seconded by Councilmember Padgett, moved to direct the City Manager to send a letter to Logan County Rural Water District No. 1 requesting a copy of the bullet points that were promised by their attorney at the December 30, 2014, Logan County District No. 1 meeting. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Spradlin declared the motion carried unanimously.

**Adjourn.** There being no further business for the Guthrie City Council, Mayor Spradlin declared the meeting adjourned at 8:09 p.m.

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Kim Biggs, City Clerk

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Mark Spradlin, Mayor



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

January 20, 2015

Contact

Jessie Bryan,
Purchasing Agent

Agenda Item

Consider approval to allow the Purchasing Agent to solicit bids for construction of a Pilots' Lounge at Guthrie-Edmond Regional Airport.

Summary

The Guthrie-Edmond Regional Airport (GERA) has received plans and specifications created by Myers Engineering for the construction of a 24 hour accessible Pilots' Lounge and restroom. This project will be constructed within the existing airport terminal. GERA currently owns and leases the space to Crabtree Aircraft Services. Once the construction is completed Crabtree Aircraft Services will maintain the space, and it will be added into the current cleaning agreement. The facility will provide a service to the airport users that could be expected at any municipal airport.

Capital funds are budgeted for the project and completion is anticipated within the fiscal year. The selected contractor will provide samples, and at least one representative from the Airport Board will partner with Guthrie Staff to make detailed selection of the samples to be used. This project, as with all Guthrie-Edmond Regional Airport expenses, will be equally shared with the City of Edmond.

Funding Expected Revenue X Expenditure N/A
Budgeted X Yes No N/A
Account Number 98-98-00-6593 Amount Estimated: \$50,000
Legal Review X N/A Required Completed Date:

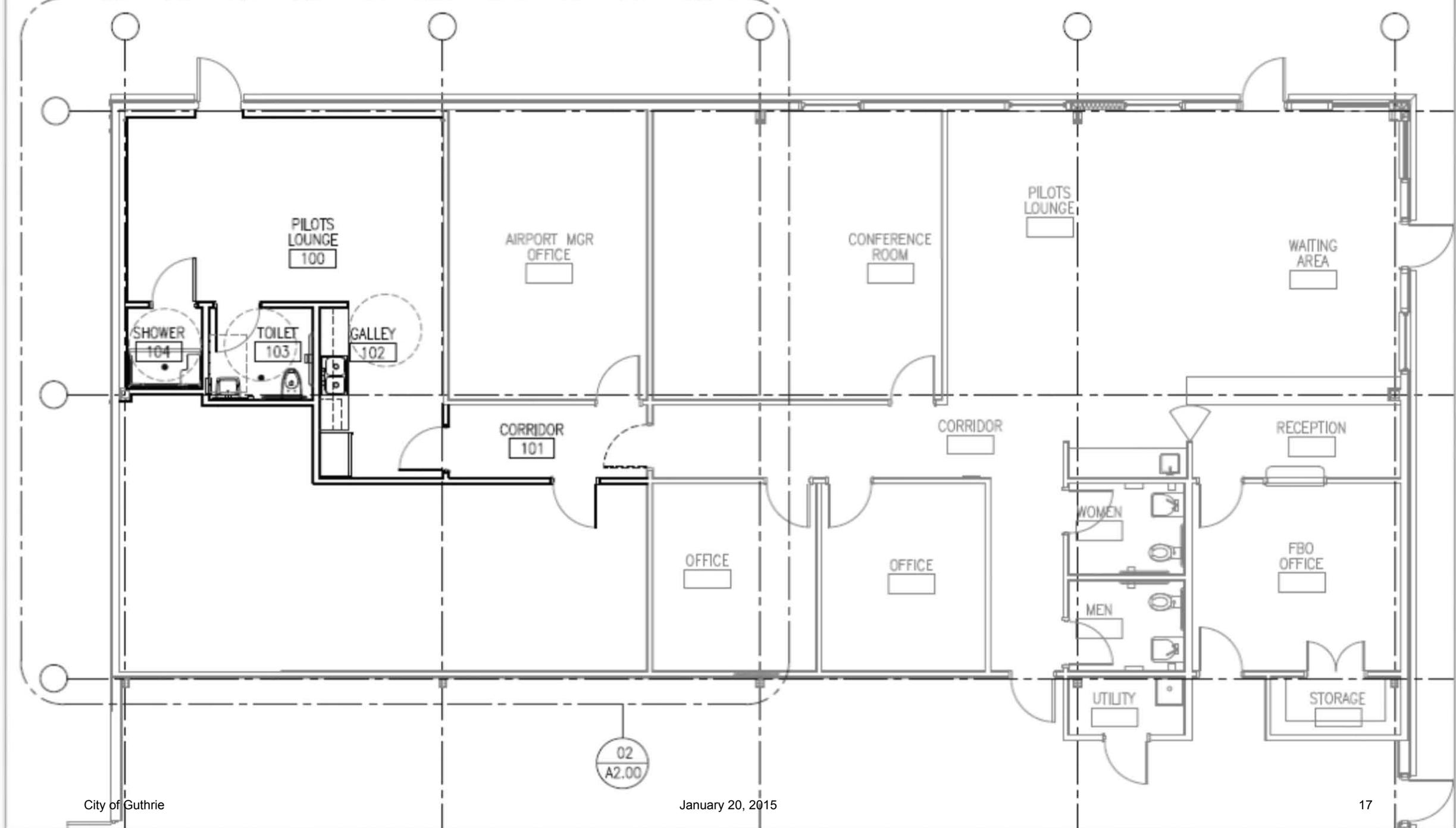
Supporting documents attached

- Floor plan designed by Myers Engineering

Recommendation

Approve the Purchasing Agent to solicit bids for construction of a Pilots' Lounge at the Guthrie-Edmond Regional Airport.

Action Needed Public Hearing X Motion Emergency Clause





**Agenda Item Cover Letter**

<p><b>Meeting</b>  <input checked="" type="checkbox"/> City Council  <input type="checkbox"/> GPWA  <input type="checkbox"/> Other: _____</p>	<p><b>Date of Meeting</b>          January 20, 2015</p>	<p><b>Contact</b>          Cynthia O, Director of          Library Services</p>
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**Agenda Item**

Consider approval to authorize Library Staff to implement the Exercise for Fines Program for two months (February 4 to March 28, 2015).

**Summary**

When overdue fines do not serve the deterrent purpose of encouraging the return of library materials, they may discourage customers from returning to the library at all and so become a barrier to library access. Library staff would like to provide an alternate means for library customers to reconcile their owed library fines and return to the library.

Thus, Guthrie Public Library is partnering with Anytime Fitness, Nutrition Ambition and the YMCA to offer the Exercise for Fines Program. Library customers will have the opportunity to exercise free of charge at these local fitness establishments. Each 15 minutes of exercise will reduce owed library fines by \$1. The incentive program will run for a two-month window, during which time the participating fitness agencies will have one designated “library day” each week. The purpose of this program is manifold: to provide library customers an alternative means of clearing fines and regaining access to the library; to provide customers the opportunity to preview local fitness agencies and potentially become members of those establishments; to strengthen ties between the library and community organizations; and, to encourage a lifestyle of fitness and wellness in support of both core and optional community indicators of the national Communities of Excellence Program and the Get Fit Logan County Initiative.

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

**Supporting documents attached**

- Ex4finesANYTIME.pdf
- Ex4FinesNUTRITION.pdf
- Ex4finesYMCA.pdf
- Ex4finesCALENDAR.pdf

**Recommendation**

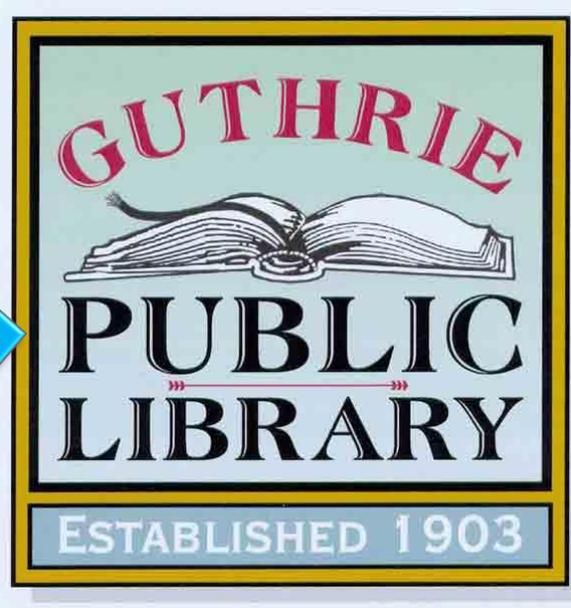
Authorize Library Staff to implement the Exercise for Fines Program for two months (February 4 to March 28, 2015).

**Action Needed**

Public Hearing

Motion

Emergency Clause



*Proudly Present:*  
**Exercise for Fines**

Each Wednesday is Library Day at Anytime Fitness! During February and March, show your library card to exercise for free! Your exercise time will count towards reducing currently-owed Library fines.

**Each 15 minutes = \$1 off fines**

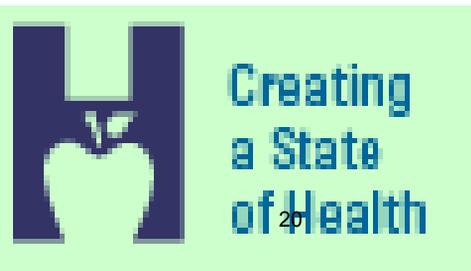
Questions? Call the Library at 282-0050 or Anytime Fitness at 293-9200

**\*Participants must check in with facility staff and abide by all facility rules\***

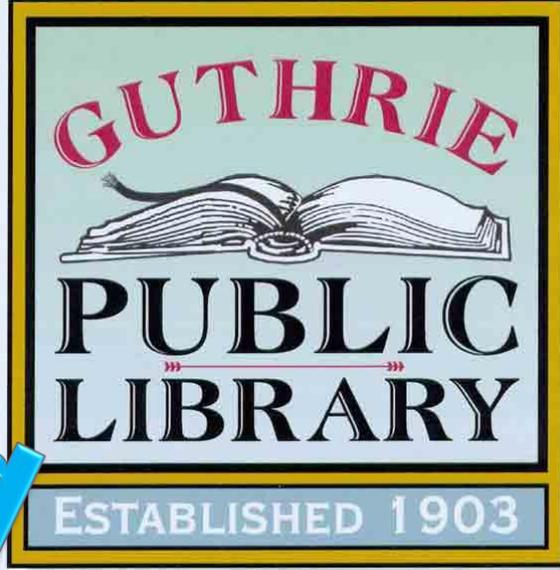
**In support of the Get Fit Logan  
County initiative**



Exercise responsibly, following all health and safety guidelines. Neither Anytime Fitness nor the Guthrie Public Library are responsible for injuries incurred due to exercise.



# Nutrition Ambition



and

Proudly Present:

# Exercise for Fines

Each Saturday is Library Day at Nutrition Ambition! During February and March, show your library card to exercise for free! Your exercise time will count towards reducing currently-owed Library fines.

**Each 15 minutes = \$1 off fines**

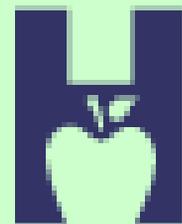
Questions? Call the Library at 282-0050 or Nutrition Ambition at 662-9740

**\*Participants must check in with facility staff and abide by all facility rules\***

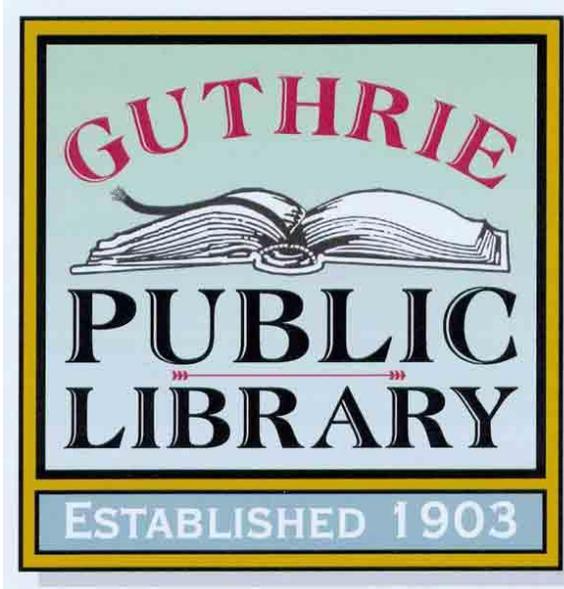
## In support of the Get Fit Logan County initiative



Exercise responsibly, following all health and safety guidelines. Neither Anytime Fitness nor the Guthrie Public Library are responsible for injuries incurred due to exercise.



Creating a State of Health



# Proudly Present: Exercise for Fines

Each Thursday is Library Day at the YMCA! During February and March, show your library card to exercise for free! Your exercise time will count towards reducing currently-owed Library fines.

**Each 15 minutes = \$1 off fines**

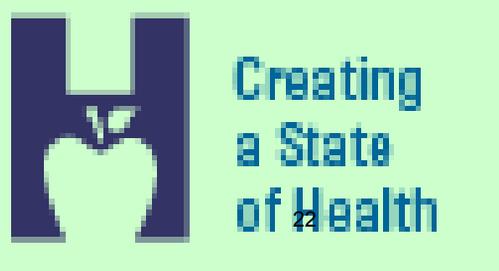
Questions? Call the Library at 282-0050 or the YMCA at 282-8206

**\*Participants must check in with facility staff and abide by all facility rules\***

## In support of the Get Fit Logan County initiative



Exercise responsibly, following all health and safety guidelines. Neither the YMCA nor the Guthrie Public Library are responsible for injuries incurred due to exercise.



# Exercise for Fines

## February 2015

M	Tu	W	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

## March 2015

M	Tu	W	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

During February and March, show your library card at Anytime Fitness, Nutrition Ambition or the YMCA to exercise for free! Workout time will count towards reducing currently-owed Library fines.

**Each 15 minutes = \$1 off fines**



*Wednesdays*

10 am – 6 pm

405-293-9200

*Thursdays*

5:30 am – 8:30 pm

405-282-8206

*Saturdays*

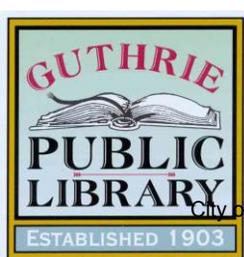
10 – 11 am, 2 – 3 pm

405-662-9740

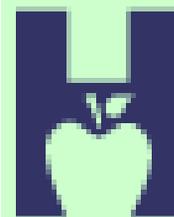
Questions? Call the Library at 282-0050

**\*Participants must check in with facility staff and abide by all facility rules\***

**In support of the Get Fit Logan County initiative**



Exercise responsibly, following all health and safety guidelines. No participating or sponsoring agencies are responsible for injuries sustained due to exercise.



Creating a State of Health



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

January 20, 2015

Contact

Kim Biggs,
City Clerk

Agenda Item

Consider approval to waive the rental fee at Highland Hall for the Logan County Girl Scouts on February 21, 2015.

Summary

The Logan County Girl Scouts has requested that the City waive the \$65.00 rental fee required to lease Highland Hall on Saturday, February 21, 2015 from 8:00 a.m. to 12:00 p.m. for their annual World Thinking Day Event. In the past, they rented Highland Hall using fees budgeted or received as donations specifically earmarked for events. However, this year they have a minimal budget.

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

- Letter from Girl Scouts – Western Oklahoma, Inc. (Logan County Girl Scouts)

Recommendation

Approve waiving the \$65.00 rental fee at Highland Hall for the Logan County Girl Scouts on February 21, 2015.

Action Needed Public Hearing X Motion Emergency Clause



**Girl Scouts – Western Oklahoma, Inc.  
Community Service Team #608  
221 North 13<sup>th</sup>  
Guthrie, OK 73044**



*Ginger Lijewski  
CST Event Coordinator*

*(405) 229-6831  
glijewski@cox.net*

January 12, 2015

Mayor Mark Spradlin  
City Manager Sereniah Breland  
City Council Members  
Guthrie City Hall  
101 North Second Street  
Guthrie, OK 73044

Re: Request for Use of Highland Hall

Mayor, City Manager and City Council Members:

The Logan County Girl Scouts would like to request the use of Highland Hall on Saturday, February 21, 2015 from 8:00 a.m. to 12:00 p.m. for our annual World Thinking Day Event. We ask that you consider allowing us to use the hall at a reduced fee or perhaps no fee.

World Thinking Day is celebrated by Girl Scouts and Girl Guides around the world each year on or near February 21<sup>st</sup>. It is a day of friendship and advocacy for girls around the world. Each year the Logan County Community Service Team, consisting of Girl Scouts throughout Logan County, gather to put together 250 food bags for the Logan County Aging Service's meals on wheels program. We also take time to learn about Girl Scouting and Girl Guiding in other parts of the World.

We typically hold the event at other locations within Guthrie, however, each year we struggle with getting the 250 bags of food delivered to Highland Hall for distribution by the Logan County Aging Service. We would love the opportunity to hold the event at Highland Hall and be able to leave the bags there when the event ends to help make delivery to our elderly citizens more prompt.

In the past, we have rented the Hall using fees budgeted or received as donations specifically earmarked for those events. However, for this event we have a very minimal budget and would like to be able to use the budgeted funds to give each girl that attends the badge they will earn by participation in the event.

*She has the power to lead . . . you have the power to make it happen.*

January 12, 2015  
Page 2

We will of course, sweep and mop the Hall upon leaving, as well as carry out all trash. A Girl Scout always leaves a place better than she found it. We would also love to invite each of you to attend the event, if you are available. The event will begin at 9:30 a.m. and end at 11:30. The additional time requested above is for the set-up of the event activities and clean-up.

We hope that you will consider our request. Should you have any questions, please do not hesitate to contact me using the contact information listed above. We look forward to hearing from you.

Sincerely,



Ginger Lijewski  
CST Event Coordinator

*She has the power to lead . . . you have the power to make it happen.*

**A/P Claims List**

from 1/2/2015 to 1/2/2015

Invoice #	Vendor	Description	Account	Cost
007032	SAM'S CLUB DIRECT	MISC SUPPLIES	01-01-00-6112	\$249.62
007032	SAM'S CLUB DIRECT	CHAMBER COFFEE AT THE LAKE	01-01-00-6114	\$75.80
8655	CRAWFORD &	AUDIT / ACCOUNTING SERVICES FY2015	01-01-00-6330	\$240.00
CF141028	SAM'S CLUB DIRECT	MEMBERSHIP FEE	01-01-00-6350	\$155.00
70888	JOHN A MARSHALL CO	AERON CHAIRS WITH 12 YR WARRANTY	01-07-70-6114	\$1,566.24
JAN2015	MICHAEL JOHNS 22895	MEAL REIMBURSEMENT	01-07-70-6343	\$28.42
JAN2015	RURAL WATER DISTRICT	MONTHLY WATER SERVICES	01-15-11-6112	\$66.00
		<b>Total GENERAL FUND</b>		<b>\$2,381.08</b>
007467/007569	SAM'S CLUB DIRECT	SUPPLIES FOR WILDLAND	09-09-90-6048	\$505.72
		<b>Total FIRE/EMS FUND</b>		<b>\$505.72</b>
CMNOV2014	WASTE CONNECTIONS, INC	OFFICE RENT	20-00-00-5466	(\$250.00)
CIT701	C.A.C. FINANCIAL CORP. (1405)	UTILTIY COLLECTION FEES	20-21-00-6340	\$20.21
1452712/1452713	WASTE CONNECTIONS, INC	Sanitation Service Agreement with Waste	20-21-00-6348	\$72,831.40
2026258	MYERS ENGINEERING	TASK ORDER #64 DATED 9-16-14	20-21-00-6373	\$1,056.00
2026269	MYERS ENGINEERING	RESTORATION OF CWOOD CREEK	20-21-00-6373	\$3,500.00
JAN2015	ANNETTE LEGRANDE (22710)	MEAL REIMBERSMENT	20-22-00-6048	\$22.65
1452712/1452713	WASTE CONNECTIONS, INC	Sanitation Service Agreement with Waste	20-26-00-6375	\$3,650.48
14339	HAMILTON INVESTMENT GROUP,	JULY-SEPT 2014 PUMP, GENERATOR, AND	20-27-00-6119	\$9,300.00
14371	HAMILTON INVESTMENT GROUP,	OCT 2014 PUMP, GENERATOR & PIPE	20-27-00-6119	\$9,300.00
		<b>Total GPWA OPERATING FUND</b>		<b>\$114,730.74</b>
2938869	AT&T CAPITAL SERVICES, INC.	PHONE SYSTEM MONTHLY PAYMENT	54-54-02-6710	\$925.62
JAN2015	COMMUNITY STATE BANK	FRONT END LOADER MONTHLY PMT	54-56-12-6718	\$2,687.83
		<b>Total CAPITAL PROJECTS</b>		<b>\$3,613.45</b>
12-121690-006	UTILITY DEPOSIT REFUND		71-00-00-5555	\$65.82
15-152480-016	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$11.45
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$77.27</b>
JAN2015	OKLHAOMA AIRPORT	MEMBERSHIP RENEWAL JAN 1, 2015	98-98-00-6048	\$275.00
		<b>Total AIRPORT FUND</b>		<b>\$275.00</b>
DEC/JAN	OKLAHOMA DEPARTMENT OF	SPIRIT WING LOAN MONTHLY PAYMENT	99-99-00-6702	\$2,083.32
		<b>Total GUTHRIE INDUSTRIAL DEVELOPMENT</b>		<b>\$2,083.32</b>
		<b>Total All Funds</b>		<b>\$123,666.58</b>

## A/P Claims List

from 1/8/2015 to 1/8/2015

Invoice #	Vendor	Description	Account	Cost
JAN2015	C.L.E.E.T. (125)	Municipal Collection for CLEET	01-00-00-2012	\$544.12
JAN2015	O.S.B.I. (820)	Collection - AFIS and Forensic Fees	01-00-00-2012	\$597.54
JAN2015	OKLAHOMA UNIFORM BLDG CO	Building Permit Fees for Dec 2014	01-00-00-2013	\$92.00
DEC2014	OKLAHOMA DEPARTMENT OF P	DPS Vehicle Revolving Fund for Unrestrained	01-00-00-5497	\$50.00
4107	SAM'S CLUB DIRECT COMMERC	COFFEE SUPPLIES	01-01-00-6114	\$80.95
NP43259469	FLEETCOR TECHNOLOGIES (219	GUTHRIE HOUSING AUTHORITY	01-01-00-6118	\$128.33
JAN2015	O.M.A.G.(21303)	MUNICIPAL PROPERTY PROTECTION PLA	01-01-00-6326	\$3,696.02
JAN2015	O.M.A.G.(21302)	WORKERS' COMP - GENERAL	01-01-00-6326	\$15,359.60
JAN2015	O.M.A.G.(425)	MUNICIPAL LIABILITY PROTECTION PLAN	01-01-00-6326	\$4,034.09
5232092014	GovDeals, INC (22977)	Online Auction Fees	01-01-00-6346	\$2,461.94
JAN2015	CITY OF EDMOND (21508)	BASIC MONTHLY IT SERVICES	01-01-00-6373	\$1,106.86
NP43259469	FLEETCOR TECHNOLOGIES (219	BUILDING SERVICES	01-02-25-6118	\$163.76
NP43259469	FLEETCOR TECHNOLOGIES (219	COMMUNITY DEVELOPMENT	01-05-50-6118	\$0.00
NP43259469	FLEETCOR TECHNOLOGIES (219	CODE COMPLIANCE	01-05-51-6118	\$42.09
NP43259469	FLEETCOR TECHNOLOGIES (219	POLICE ADMINISTRATION	01-07-70-6118	\$2,438.08
805	GHM ENTERPRISES (1097)	PD LAUNDRY	01-07-70-6310	\$21.00
806	GHM ENTERPRISES (1097)	PD LAUNDRY	01-07-70-6310	\$5.40
JAN2015	SHINEY BAYS CAR WASH (22	PD CAR WASH	01-07-70-6316	\$186.40
04-1504343	OKLA DEPARTMENT OF PUBLIC	OLETS MAINTENANCE	01-07-79-6304	\$350.00
NP43259469	FLEETCOR TECHNOLOGIES (219	STREET	01-12-00-6118	\$1,457.37
NP43259469	FLEETCOR TECHNOLOGIES (219	FLEET	01-14-00-6118	\$161.54
2035039	SHINEY BAYS CAR WASH (22	GPWA CAR WASH	01-14-41-6116	\$146.00
NP43259469	FLEETCOR TECHNOLOGIES (219	PARKS	01-15-11-6118	\$826.15
JAN2015	OKLA TAX COMMISSION(438)	Oklahoma Sales Tax for Liberty Lake	01-15-11-6125	\$0.16
<b>Total GENERAL FUND</b>				<b>\$33,949.40</b>
NP43259469	FLEETCOR TECHNOLOGIES (219	SUPPRESSION	09-09-90-6118	\$590.63
NP43259469	FLEETCOR TECHNOLOGIES (219	EMS	09-09-92-6118	\$1,934.51
JAN2015	INTERMEDIX (22025)	EMS BILLING	09-09-92-6373	\$6,363.16
NP43259469	FLEETCOR TECHNOLOGIES (219	FIRE ADMINISTRATION	09-09-96-6118	\$247.30
<b>Total FIRE/EMS FUND</b>				<b>\$9,135.60</b>
JAN2015 - 2	USPS - UNITED STATES POSTAL	POSTAGE	20-21-00-6309	\$1,000.00
JAN2015 -1	USPS - UNITED STATES POSTAL	POSTAGE	20-21-00-6309	\$2,000.00
JAN2015	O.M.A.G.(21303)	MUNICIPAL PROPERTY PROTECTION PL	20-21-00-6326	\$3,696.02
JAN2015	O.M.A.G.(21302)	WORKERS' COMP - GPWA	20-21-00-6326	\$15,359.59
JAN2015	O.M.A.G.(425)	MUNICIPAL LIABILITY PROTECTION PLAN	20-21-00-6326	\$4,034.09
JAN2015	DHH DISPOSAL 22381	Sanitation Contract	20-21-00-6348	\$192.50
NP43259469	FLEETCOR TECHNOLOGIES (219	WTP	20-23-00-6118	\$248.98
NP43259469	FLEETCOR TECHNOLOGIES (219	WWTP	20-24-00-6118	\$77.50
2035160	RUDY BOX & ASSOCIATES, INC.	REPLACEMENT LID AND STAINLESS STE	20-24-00-6317	\$2,935.00
NP43259469	FLEETCOR TECHNOLOGIES (219	CONVENIENCE CENTER	20-26-00-6118	\$0.00
NP43259469	FLEETCOR TECHNOLOGIES (219	LINE MAINTENANCE	20-27-00-6118	\$1,688.29
14396	HAMILTON INVESTMENT GROUP	Nov 2014 Pump, generator and pipe rental	20-27-00-6119	\$4,500.00
14405	HAMILTON INVESTMENT GROUP	Pump, generator and pipe rental	20-27-00-6119	\$4,650.00
14407	HAMILTON INVESTMENT GROUP	Purchase generator and pump	20-27-00-6119	\$11,000.00
5842	RED DIRT CONSTRUCTION, LLC.	Painting of dump truck	20-27-00-6317	\$800.00
<b>Total GPWA OPERATING FUND</b>				<b>\$52,181.97</b>
COG-15-162	TAPESTRY GRAPHICS (20241)	INV #COG-15-162 FOR OPUBCO JANUARY	45-45-00-6367	\$50.00
<b>Total HOTEL/MOTEL TAX FUND</b>				<b>\$50.00</b>

## City of Guthrie - (405) 282-0492

## A/P Claims List

from 1/8/2015 to 1/8/2015

Invoice #	Vendor	Description	Account	Cost
2026255	MYERS ENGINEERING CORPOR	COYLE WATER LINE EXTENSION - TO #68	54-55-27-6373	\$9,975.00
20141-1	NORTHERN EQUIPMENT CO., IN	CHLORAMINE BOOSTER STATION TO TO	54-55-27-6587	\$17,432.15
		<b>Total CAPITAL PROJECTS</b>		<b>\$27,407.15</b>
02-020665-008 R	MISCELLANEOUS		71-00-00-5555	\$80.20
07-075660-003 R	MISCELLANEOUS		71-00-00-5555	\$60.37
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$140.57</b>
NP43259469	FLEETCOR TECHNOLOGIES (219	AIRPORT	98-98-00-6118	\$89.94
JAN2015	O.M.A.G.(21303)	MUNICIPAL PROPERTY PROTECTION PL	98-98-00-6329	\$326.69
JAN2015	O.M.A.G.(21302)	WORKERS' COMP - AIRPORT	98-98-00-6329	\$547.16
JAN2015	O.M.A.G.(425)	MUNICIPAL LIABILITY PROTECTION PLAN	98-98-00-6329	\$50.00
		<b>Total AIRPORT FUND</b>		<b>\$1,013.79</b>
		<b>Total All Funds</b>		<b>\$123,878.48</b>

**CITY OF GUTHRIE**  
**MONTHLY TREASURER'S REPORT**  
**December 31, 2014**

	BANK OR DEPOSITORY	ACCT. TYPE	ACCT. NO.	RATE	DATE OF MATURITY	BEGINNING BALANCE	DEPOSITS	WITH-DRAWALS	ENDING BALANCE
General	InterBank	MM	13-416-3	0.15		\$84,063.43	\$38,746.79	\$65,966.60	\$56,843.62
	F & M Bank	MM	1022003929	0.25		\$570,722.54	\$535,071.54	\$550,346.02	\$555,448.06
	<b>Total: General Fund</b>						<b>\$654,785.97</b>	<b>\$573,818.33</b>	<b>\$616,312.62</b>
Stabilization Fund	F & M Bank	MM	1022006243	0.50		\$779,864.39	\$331.24	\$0.00	\$780,195.63
Cemetery Care	F & M Bank	MM	1022003996	0.25		\$28,715.80	\$1,087.49	\$0.00	\$29,803.29
Hotel/Motel Tax	F & M Bank	MM	1022003937	66.67%	Tourism	\$3,481.86	\$1,599.40	\$2,005.00	\$3,076.26
	F & M Bank	MM	1022003937	33.33%	Parks	\$55,282.84	\$811.29	\$21,639.22	\$34,454.91
	F & M Bank	MM	1022003937	5.00%	Admin Fee	\$11,062.85	\$126.26	\$0.00	\$11,189.11
	<b>Total: Hotel/Motel Tax</b>						<b>\$69,827.55</b>	<b>\$2,536.95</b>	<b>\$23,644.22</b>
Sinking Fund	InterBank	MM	13-925-4	0.00		\$455.05	\$0.00	\$0.00	\$455.05
GIDA	F & M Bank	MM	1022003953	0.25		\$17,355.46	\$2,724.08	\$0.00	\$20,079.54
Airport Grant	InterBank	MM	1310219657	0.00		\$15,103.66	\$130,011.00	\$140,000.00	\$5,114.66
Airport Fund	F & M Bank	MM	1022004577	0.25		\$48,566.46	\$187,361.78	\$185,597.66	\$50,330.58
USDA Rural Devel.	InterBank	MM	23-695-0	0.15		\$50,145.94	\$8.44	\$0.00	\$50,154.38
Fire/EMS Fund	F & M Bank	MM	1022005638	0.50		\$49,608.96	\$233,969.87	\$204,020.70	\$79,558.13
Capital Projects	F & M Bank	MM	1022003961	0.25		\$40,569.77	\$58,351.43	\$37,518.25	\$61,402.95
Grants Fund	InterBank	MM	25-045-7	0.15		\$5,997.06	\$1.02	\$0.00	\$5,998.08
	F & M Bank	MM	1022004038	0.25		\$92,486.59	\$19.07	\$5,883.78	\$86,621.88
	<b>Total: Grants</b>						<b>\$98,483.65</b>	<b>\$20.09</b>	<b>\$5,883.78</b>
Fed Equitable Sharing	InterBank	MM	25-477-0	0.25		\$1,596.84	\$0.07	\$0.00	\$1,596.91
GPWA	InterBank	MM	13-415-5	0.15		\$156,284.60	\$28,404.78	\$466.73	\$184,222.65
	F & M Bank	MM	1022003864	0.50		\$292,963.51	\$324,745.94	\$381,065.08	\$236,644.37
	Bancfirst -Drafts	MM	150182648	0.05		\$446,687.65	\$64,294.91	\$407.41	\$510,575.15
	<b>Total: GPWA Operating</b>						<b>\$895,935.76</b>	<b>\$417,445.63</b>	<b>\$381,939.22</b>
Stabilization Fund	F & M Bank	MM	1022006251	0.50		\$349,936.76	\$148.63	\$0.00	\$350,085.39
Meter Deposits	InterBank	SN	1310018422	0.15		\$9,022.23	\$1.53	\$0.00	\$9,023.76
	F & M Bank	MM	1022003880	0.50		\$341,018.42	\$8,074.85	\$7,888.21	\$341,205.06
	InterBank	CD	25375	0.30	5/26/2015	\$99,000.00	\$0.00	\$0.00	\$99,000.00
<b>Total: Meter Deposits</b>						<b>\$449,040.65</b>	<b>\$8,076.38</b>	<b>\$7,888.21</b>	<b>\$449,228.82</b>
WTP Fund	InterBank	MM	1310251437	0.15		\$1.22	\$0.00	\$0.00	\$1.22
	Bancfirst - WTP	MM	154047848	0.05		\$463,280.54	\$18.20	\$107,848.13	\$355,450.61
	F & M Bank	MM	1022003872	0.50		\$17,577.12	\$24,248.56	\$0.00	\$41,825.68
<b>Total: Water Treatment Plant</b>						<b>\$480,858.88</b>	<b>\$24,266.76</b>	<b>\$107,848.13</b>	<b>\$397,277.51</b>
CMOM Fund	F & M Bank	MM	1022004534	0.50		\$161,211.83	\$23,774.47	\$0.00	\$184,986.30
	F & M Bank	MM	1022004917	0.50		\$40,300.55	\$17.12	\$0.00	\$40,317.67
	<b>Total: CMOM</b>						<b>\$201,512.38</b>	<b>\$23,791.59</b>	<b>\$0.00</b>
OWRB-Coyle Project	F & M Bank	MM	1022006197	0.25		\$12,500.00	\$0.00	\$0.00	\$12,500.00
<b>Trusts</b>									
OKC Waterline	Bank of Oklahoma	TR	75-4037-01-8	0.01		\$1,830,091.60	\$15.04	\$1,120.00	\$1,828,986.64

**GENERAL FUND**

**STATEMENT OF ESTIMATE - ACTUAL REVENUES**

**Dec-14**

**25.00%**

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Sales Tax Revenue	\$4,700,000	\$1,175,000.00	\$396,019	\$1,173,520	(\$1,480)	-0.13%	24.97%
Use Tax	\$195,000	\$48,750.00	\$16,972	\$55,307	\$6,557	13.45%	28.36%
Cigarette Tax Revenue	\$55,000	\$13,750.00	\$3,765	\$13,138	(\$612)	-4.45%	23.89%
Franchise Taxes	\$509,000	\$127,250.00	\$28,342	\$129,247	\$1,997	1.57%	25.39%
Licenses & Permits	\$126,680	\$31,670.00	\$3,554	\$26,956	(\$4,714)	-14.88%	21.28%
Com. Vehicle Tax	\$80,000	\$20,000.00	\$7,459	\$20,955	\$955	4.77%	26.19%
Gas Excise Tax	\$40,000	\$10,000.00	\$1,345	\$4,889	(\$5,111)	-51.11%	12.22%
Alcoholic Beverage Tax	\$95,000	\$23,750.00	\$9,470	\$24,014	\$264	1.11%	25.28%
Rents & Royalties	\$22,500	\$5,625.00	\$3,724	\$11,023	\$5,398	95.96%	48.99%
Cemetery Revenue	\$70,000	\$17,500.00	\$7,599	\$18,295	\$795	4.54%	26.14%
Court Fines/Forfeiture	\$272,000	\$68,000.00	\$16,685	\$56,191	(\$11,809)	-17.37%	20.66%
Interest	\$2,200	\$550.00	\$241	\$674	\$124	22.57%	30.64%
Library Fines & Fees	\$13,000	\$3,250.00	\$1,128	\$3,314	\$64	1.98%	25.50%
Lake Fees/Permits/Store	\$55,000	\$13,750.00	\$298	\$1,925	(\$11,825)	-86.00%	3.50%
School Resource Officer	\$32,000	\$8,000.00	\$0	\$0	(\$8,000)	-100.00%	0.00%
Reimb Rev/Misc. Income	\$166,448	\$41,612.00	\$11,282	\$60,537	\$18,925	45.48%	36.37%
Planning/Bd of Adjustments	\$2,500	\$625.00	\$175	\$650	\$25	4.00%	26.00%
Oil/Gas Inspect/Leases	\$17,000	\$4,250.00	\$1,500	\$3,819	(\$431)	-10.14%	22.47%
Sale of Property	\$20,000	\$5,000.00	\$0	\$0	(\$5,000)	0.00%	0.00%
Weed Abatement	\$4,000	\$1,000.00	\$3,350	\$5,837	\$4,837	483.70%	145.93%
<b>Subtotal</b>	<b>\$6,477,328</b>	<b>\$1,619,332</b>	<b>\$512,910</b>	<b>\$1,610,292</b>	<b>(\$9,040)</b>	<b>-0.56%</b>	<b>24.86%</b>
Transfer from GPWA	\$1,916,667	\$479,166.75	\$161,173	\$478,673	(\$493)	-0.10%	24.97%
Budgeted Fund Balance	\$0	\$0.00	\$0	\$0	\$0	0.00%	0.00%
<b>TOTALS</b>	<b>\$8,393,995</b>	<b>\$2,098,499</b>	<b>\$674,082</b>	<b>\$2,088,965</b>	<b>(\$9,534)</b>	<b>-0.45%</b>	<b>24.89%</b>



**GUTHRIE PUBLIC WORKS AUTHORITY**

**STATEMENT OF ESTIMATE - ACTUAL REVENUES**

**Dec-14** **25.00%**

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Water	\$2,499,044	\$598,771	\$188,996	\$602,546	\$3,775	0.63%	24.11%
Sewer	\$790,000	\$197,500.00	\$69,224	\$207,052	\$9,552	4.84%	26.21%
Sanitation	\$1,165,000	\$291,250.00	\$100,085	\$300,957	\$9,707	3.33%	25.83%
Convenience Center	\$55,000	\$13,750.00	\$4,115	\$10,866	(\$2,884)	-20.97%	19.76%
Interest	\$2,100	\$525.00	\$143	\$420	(\$105)	-19.96%	20.01%
Rents & Royalties	\$4,500	\$1,125.00	\$9,250	\$9,500	\$8,375	744.44%	211.11%
Transfer-Other Funds	\$1,568,567	\$392,141.75	\$132,293	\$391,460	(\$681)	-0.17%	24.96%
Miscellaneous	\$50,000	\$12,500.00	\$2,169	\$7,217	(\$5,283)	-42.26%	14.43%
Late Charges	\$47,000	\$11,750.00	\$3,990	\$11,990	\$240	2.04%	25.51%
Extension Charges	\$4,500	\$1,125.00	\$250	\$840	(\$285)	-25.33%	18.67%
Service Initiation	\$18,000	\$4,500.00	\$1,572	\$4,147	(\$353)	-7.84%	23.04%
Sale of Station/Park Barn	\$21,000	\$5,250.00	\$3,500	\$5,250	\$0	0.00%	25.00%
<b>Subtotal</b>	<b>\$6,224,711</b>	<b>\$1,530,188</b>	<b>\$515,587</b>	<b>\$1,552,247</b>	<b>\$22,059</b>	<b>1.44%</b>	<b>24.94%</b>
Budgeted Fund Balance	\$98,570	\$24,642.50	\$0	\$0	\$0	0.00%	0.00%
<b>TOTALS</b>	<b>\$6,323,281</b>	<b>\$1,554,830</b>	<b>\$515,587</b>	<b>\$1,552,247</b>	<b>\$22,059</b>	<b>1.42%</b>	<b>24.55%</b>

**GUTHRIE PUBLIC WORKS DEPARTMENT**

**DEPARTMENT EXPENDITURE SUMMARY**

**Dec-14**                      **25.00%**

<b>Department</b>	<b>Annual Budget</b>	<b>YTD Estimate</b>	<b>Current Month Expend</b>	<b>% of Budget</b>	<b>YTD Expend</b>	<b>% of Budget</b>	<b>Remaining Budget</b>
General Government	\$607,207	\$151,801.75	\$53,727	8.85%	\$164,846	27.15%	\$442,361
Administration	\$272,608	\$68,152.00	\$21,846	8.01%	\$75,032	27.52%	\$197,576
Water Plant	\$625,003	\$156,250.75	\$91,125	14.58%	\$148,025	23.68%	\$476,978
Wastewater Plant	\$304,208	\$76,052.00	\$28,662	9.42%	\$68,615	22.56%	\$235,593
Convenience Center	\$107,554	\$26,888.50	\$7,296	6.78%	\$24,113	22.42%	\$83,441
Line Maintenance	\$581,652	\$145,413.00	\$42,981	7.39%	\$120,550	20.73%	\$461,102
Sanitation Contract	\$880,000	\$220,000.00	\$72,984	8.29%	\$144,632	16.44%	\$735,367
Swimming Pool	\$18,500	\$4,625.00	\$0	0.00%	\$0	0.00%	\$18,500
Transfer-General Fund	\$1,566,667	\$391,666.75	\$132,006	8.43%	\$391,173	24.97%	\$1,175,493
Transfer-General Fund	\$350,000	\$87,500.00	\$29,167	8.33%	\$87,500	25.00%	\$262,500
Transfer-Capital Project	\$338,222	\$84,555.50	\$28,185	8.33%	\$134,786	39.85%	\$203,435
Transfer-WTP Fund	\$671,660	\$167,915.00	\$0	0.00%	\$0	0.00%	\$671,660
<b>TOTALS</b>	<b>\$6,323,281</b>	<b>\$1,580,820</b>	<b>\$507,979</b>	<b>8.03%</b>	<b>\$1,359,272</b>	<b>21.50%</b>	<b>\$4,964,007</b>

**FIRE/EMS FUND**

**STATEMENT OF ESTIMATE - ACTUAL REVENUES & EXPENDITURES**

**REVENUE SUMMARY**

		25.00%							
				Current					
Revenue Source	Annual Budget	YTD Estimate	Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected		
FEMA Reimbursement	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%		
State Grant/Reimbursement	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%		
Interest Income	\$150	\$38	\$25	\$111	\$73	0.00%	0.00%		
Miscellaneous Income	\$2,500	\$625	\$3,365	\$4,057	\$3,432	549.08%	162.27%		
Insurance Reimbursement	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%		
Ambulance Fees	\$586,000	\$146,500	\$57,633	\$173,281	\$26,781	18.28%	29.57%		
EMS Contract	\$338,974	\$84,744	\$38,810	\$99,846	\$15,103	17.82%	29.46%		
EMS - Ambulance	\$33,168	\$8,292	\$0	\$0	(\$8,292)	-100.00%	0.00%		
Fire Run Charges	\$4,000	\$1,000	\$0	\$0	(\$1,000)	-100.00%	0.00%		
Fire Subscriptions	\$12,000	\$3,000	\$3,994	\$3,994	\$994	33.12%	33.28%		
<b>Subtotal</b>	<b>\$976,792</b>	<b>\$244,198</b>	<b>\$103,827</b>	<b>\$281,288</b>	<b>\$37,090</b>	<b>15.19%</b>	<b>28.80%</b>		
Transfer from General Fund	\$1,097,311	\$274,327.75	\$91,443	\$274,328	(\$0)	0.00%	25.00%		
Budgeted Fund Balance	\$0	\$0.00	\$0	\$0	\$0	0.00%	0.00%		
<b>TOTALS</b>	<b>\$2,074,103</b>	<b>\$518,526</b>	<b>\$195,269</b>	<b>\$555,616</b>	<b>\$37,090</b>	<b>7.15%</b>	<b>26.79%</b>		

**EXPENDITURE SUMMARY**

Department	Annual Budget	YTD Estimate	Current Month Expend	% of Budget	YTD Expend	% of Budget	Remaining Budget
Fire Suppression	\$844,036	\$211,009.00	\$84,011	9.95%	\$231,813	27.46%	\$612,223
Emergency Medical (EMS)	\$1,129,180	\$282,295.00	\$99,380	8.80%	\$289,131	25.61%	\$840,049
Fire Prevention	\$100,887	\$25,221.75	\$7,507	7.44%	\$24,535	24.32%	\$76,352
<b>TOTALS</b>	<b>\$2,074,103</b>	<b>\$518,526</b>	<b>\$190,898</b>	<b>9.20%</b>	<b>\$545,479</b>	<b>26.30%</b>	<b>\$1,528,624</b>

**AIRPORT FUND**

**STATEMENT OF ESTIMATE - ACTUAL REVENUES & EXPENDITURES**

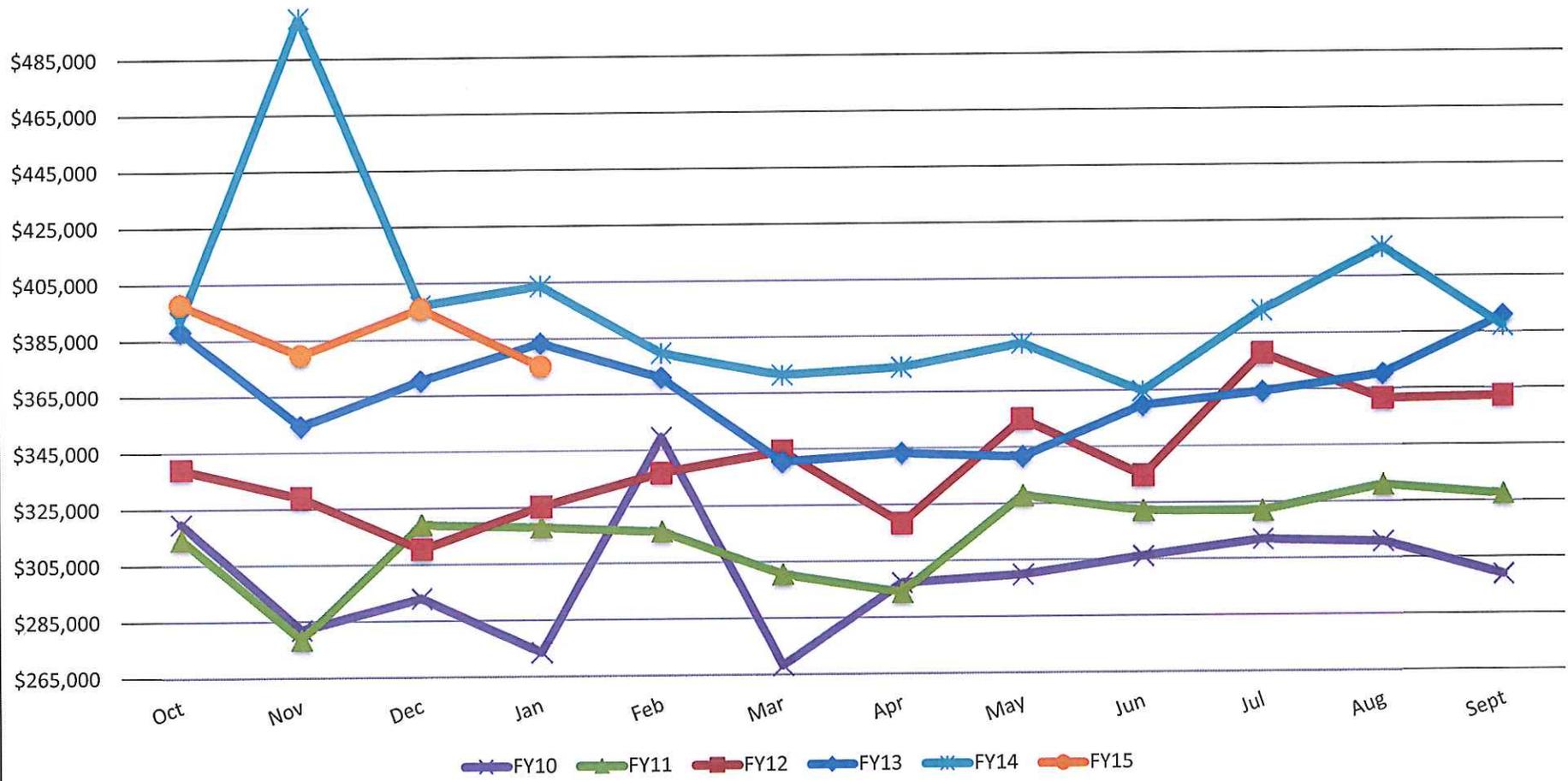
**REVENUE SUMMARY**

		25.00%						
Dec-14								
Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected	
Interest Income	\$0	\$0	\$10	\$16	\$16	0.00%	0.00%	
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	
Lease/Rent, Airport	\$25,924	\$6,481	\$19,628	\$19,628	\$13,147	0.00%	0.00%	
Airport Fuel	\$7,500	\$1,875	\$912	\$2,904	\$1,029	54.86%	38.71%	
FAA-Snow Equipment	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	
State Grants	\$950,000	\$237,500	\$0	\$0	(\$237,500)	-100.00%	0.00%	
Reimbursement-City of Edmond	\$146,129	\$36,532	\$20,457	\$54,919	\$18,387	50.33%	37.58%	
<b>Subtotal</b>	<b>\$1,129,553</b>	<b>\$282,388</b>	<b>\$41,007</b>	<b>\$77,466</b>	<b>(\$204,922)</b>	<b>-72.57%</b>	<b>6.86%</b>	
Transfer from General Fund	\$98,130	\$24,532.50	\$6,355	\$31,533	\$7,000	28.53%	32.13%	
Transfer from FAA Grant Fund	\$150,000	\$37,500.00	\$140,000	\$160,000	\$122,500	326.67%	106.67%	
Budgeted Fund Balance	\$0	\$0.00	\$0	\$0	\$0	0.00%	0.00%	
<b>TOTALS</b>	<b>\$1,377,683</b>	<b>\$344,421</b>	<b>\$187,362</b>	<b>\$268,999</b>	<b>(\$75,422)</b>	<b>-21.90%</b>	<b>19.53%</b>	

**EXPENDITURE SUMMARY**

Department	Annual Budget	YTD Estimate	Current Month Expend	% of Budget	YTD Expend	% of Budget	Remaining Budget
Airport Maintenance & Operations	\$212,683	\$53,170.75	\$9,156	4.30%	\$32,041	15.07%	\$180,642
Airport Improvements	\$1,165,000	\$291,250.00	\$175,942	15.10%	\$193,724	16.63%	\$971,276
<b>TOTALS</b>	<b>\$1,377,683</b>	<b>\$344,421</b>	<b>\$185,098</b>	<b>13.44%</b>	<b>\$225,765</b>	<b>16.39%</b>	<b>\$1,151,918</b>

## Monthly Sales Tax Net Payment



	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Total
<b>FY10</b>	\$319,745	\$281,954	\$292,943	\$273,582	\$349,723	\$268,222	\$297,278	\$299,815	\$306,161	\$311,865	\$310,885	\$299,022	3,611,194.83
<b>FY11</b>	\$314,336	\$278,586	\$319,195	\$318,008	\$316,227	\$300,630	\$293,949	\$327,993	\$322,418	\$322,249	\$331,039	\$327,508	3,772,139.24
<b>FY12</b>	\$339,165	\$328,984	\$310,410	\$325,391	\$337,025	\$344,397	\$318,524	\$355,183	\$334,864	\$378,085	\$361,614	\$362,446	\$4,096,089.03
<b>FY13</b>	\$388,273	\$354,465	\$370,407	\$383,386	\$370,842	\$340,607	\$343,333	\$341,839	\$359,703	\$364,339	\$370,401	\$390,849	\$4,378,443.40
<b>FY14</b>	\$392,062	\$499,587	\$397,062	\$403,794	\$379,647	\$371,494	\$373,833	\$382,019	\$364,788	\$393,218	\$415,441	\$387,305	\$4,760,249.94
<b>FY15</b>	\$397,836	\$379,665	\$396,019	\$375,253									\$1,548,773.34