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**63<sup>rd</sup> City Council**

**Mayor Steven J. Gentling**

**Ward I** – John Wood, Ed Wood    **Ward II** – Jeff Taylor, Brian Bothroyd

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

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**SPECIAL CITY COUNCIL MEETING WORKSHOP**

Tuesday, August 18, 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. Discussion regarding low water dam.
4. Discussion regarding disc golf course.
5. Discussion regarding sales tax.
6. Discussion regarding draft FY16 Budget.
7. Request for future items of discussion.
8. Adjournment.



63rd City Council
Mayor Steven J. Gentling
Ward I - John Wood, Ed Wood Ward II - Jeff Taylor, Brian Bothroyd
Ward III - Gaylord Z. Thomas, Sharyl Padgett

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Tuesday, August 18, 2015 at 7:00pm
City Hall Council Chambers
101 N. 2nd Street, Guthrie, Oklahoma, 73044

- 1. Call to Order.
2. Public Comments, 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 August 4, 2015 ..... 1
B. Consider approval to solicit bids for the purchase and erection of a prefabricated structure to cover and protect the Liquid Chlorine Station at the Waste Water Treatment Plant and to prevent the liquid chlorine from freezing ..... 2
C. Consider approval to solicit bids for replacing two sections of sewer line, approximately 800 linear feet, upgrading to twelve inch diameter sewer line ..... 8
D. Consider approval of the receipt of Permit No. SL000042150517 for the construction of 1,202 linear feet of twelve (12) inch PVC, 3,739 linear feet of eight (8) inch PVC, 328 linear feet of six (6) inch PVC and 761 linear feet of four (4) inch PVC potable water line and all appurtenances to serve Noble Avenue water line replacement, Logan County, Oklahoma. This is relative to the State Job No. 21860(06), Project No. STPY-142A(102), State Highway 33. (Bridge over Cottonwood Creek, also known as Guthrie Viaduct). ..... 10
E. Consider authorizing City staff to contract with Aetna to continue providing medical and life insurance coverage for City employees for fiscal year 2016..... 14
F. Consider authorizing City staff to contract with MetLife to provide dental insurance coverage for City employees for fiscal year 2016..... 17
4. Adjournment.

**CITY COUNCIL MEETING**  
63<sup>rd</sup> City Council  
Tuesday, August 18, 2015, 7:00pm  
City Hall Council Chambers  
101 N. 2<sup>nd</sup> 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 August 4, 2015 .....19
  - B. Consider approval of minutes of the Regular City Council Meeting held on August 4, 2015.....20
  - C. Consider approval of the School Resource Officer (SRO) Agreement between the City of Guthrie and Guthrie Public School District .....23
  - D. Consider approval to solicit bids for construction of a pilots' lounge at Guthrie-Edmond Regional Airport .....28
  - E. Consider authorizing City staff to contract with Aetna to continue providing medical and life insurance coverage for City employees for fiscal year 2016.....14
  - F. Consider authorizing City staff to contract with MetLife to provide dental insurance coverage for City employees for fiscal year 2016.....17
3. Discussion and possible action on Historic Preservation Commission appeal regarding the installation of handrails located at 105 West Cleveland Avenue.....29
4. Public hearing, discussion, and possible action on Ordinance No. 3272, amending the zoning ordinance from A-2 to C-3 for Parcel Number 181030-000000-000000 located just north of College Avenue and immediately adjacent west of I-35 as recommended by the Planning Commission.....36
5. Public hearing, discussion, and possible action on Ordinance No. 3273 amending the zoning ordinance from R-1 to C-3 for the property surrounding 1911 E. Oklahoma Avenue as recommended by the Planning Commission.....39
6. City Manager's Report
7. Requests/comments from members of the City Council
8. Consider approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, as follows:
  - A. 307(B)(4), for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (City v. Leon Spitz)
9. Consider action regarding City v. Leon Spitz.
10. Adjournment.

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING  
August 4, 2015

The regular meeting of the Guthrie Public Works Authority was posted on Friday, July 31, 2015, before 5:00 p.m. and held Tuesday, August 4, 2015, in the Guthrie City Hall Council Chambers.

Pledge of Allegiance was led by Chairman Steven J. Gentling.

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

Chairman Steven J. Gentling called the meeting to order at 7:01 p.m.

Members Present: Steven J. Gentling John Wood Gaylord Z. Thomas  
Jeff Taylor Sharyl Padgett Ed Wood  
Brian Bothroyd

Members Absent: None

Staff Present: Bruce Johnson Randel Shadid Kim Biggs  
Jim Ahlgren Maxine Pruitt Cody Mosley  
Don Sweger Eric Harlow Cyndi O  
Schellon Stanley

Chairman Gentling declared a quorum with all Trustees in attendance.

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

**Consent Agenda.** Motion by Vice Chair J. Wood, seconded by Trustee Padgett, moved approval of the Consent Agenda as follows:

- A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held on July 21, 2015.
- B. Consider approval of the receipt of Permit No. SL000042150516 for the construction of 377 linear feet of twenty-four (24) inch PVC, 359 linear feet of ten (10) inch PVC and 119 linear feet of eight (8) inch PVC sanitary sewer line with all appurtenances to serve Noble Ave. sewer main relocation, Logan County, Oklahoma, and to be noted in the minutes after which will be maintained as a permanent record.

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

Aye: Gentling, J. Wood, Thomas, Taylor, Padgett, E. Wood, Bothroyd  
Nay: None

Chairman Gentling declared the motion carried unanimously.

**Adjournment.** There being no business for the Guthrie Public Works Authority Trustees, Chairman Gentling declared the meeting adjourned at 7:02p.m.

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Kim Biggs, Secretary

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Steven J. Gentling, Chairman



**Agenda Item Cover Letter**

**Meeting**

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

**Date of Meeting**

August 18, 2015

**Contact**

Maxine Pruitt,  
Municipal Services Director

**Agenda Item**

Consider approval to solicit bids for the purchase and erection of a prefabricated structure to cover and protect the Liquid Chlorine Station at the Waste Water Treatment Plant and to prevent the liquid chlorine from freezing.

**Summary**

The Liquid Chlorine Dispensing Station was erected in 2013 as part of the CMOM Project. At that time, the station was operating under a previous discharge permit that only required monitoring of E. Coli from May to September each year. The Station is an open structure.

The new Discharge Permit, No. OK0027715, issued by Oklahoma Department of Environmental Quality (ODEQ) in June 2015 and is effective from June 1, 2015 through August 31, 2020. The new permit requires testing for E. Coli year-round. This means the liquid bleach will be exposed to freezing weather conditions. To be operational, the liquid bleach must be protected from freezing. After researching options (one was a type of heat tape that was extremely expensive), the most economical solution is to erect a prefabricated metal building similar to the pictures and drawings attached. The estimated cost for the building and its erection is between \$65,000 and \$80,000.

Because this project is considered a betterment to the waste water treatment system and part of Capacity, Maintenance, Operations and Management (CMOM), it can utilize CMOM Funds.

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
<b>Budgeted</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Account Number</b>	<u>55-55-00-6547</u>	<b>Amount</b>	<u>\$65,000 - \$80,000</u>
<b>Legal Review</b>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: _____

**Supporting documents attached**

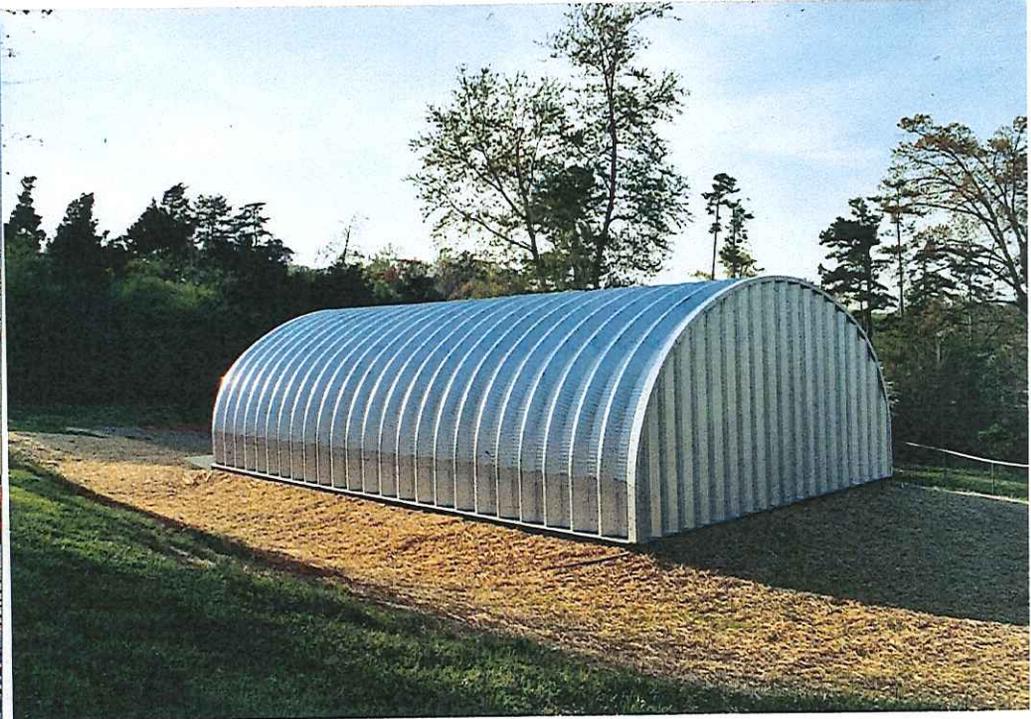
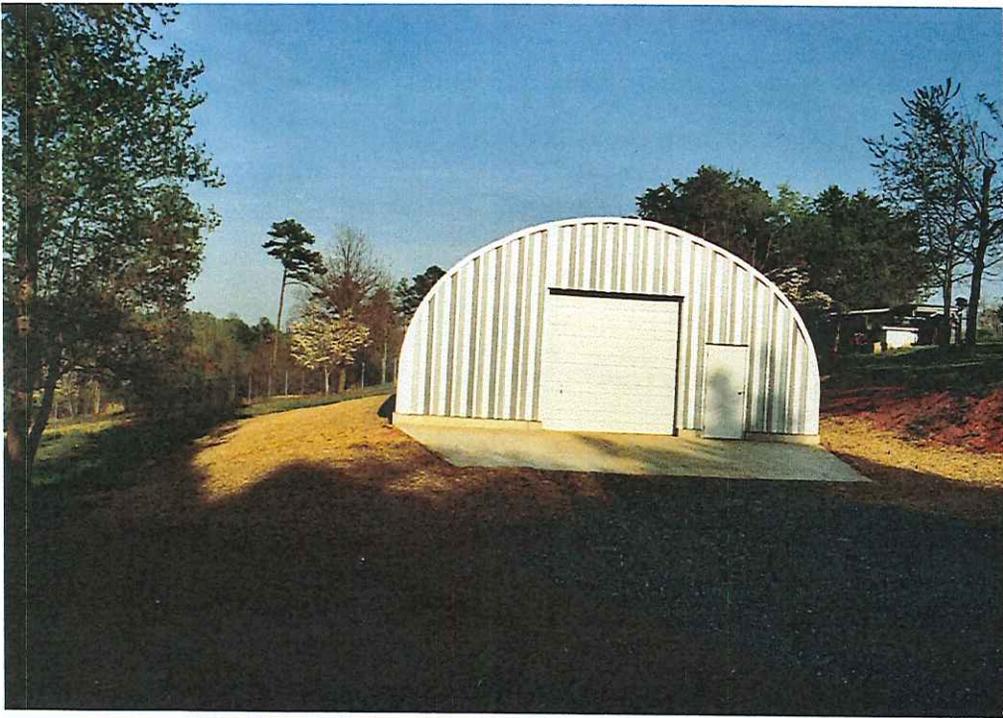
- Pictures of the type of Structure
- Picture of Chlorine Station at WWTP

**Recommendation**

Approve soliciting bids for the purchase and erection of a prefabricated structure for the protection of the liquid chlorine dispensing station and the liquid chlorine.

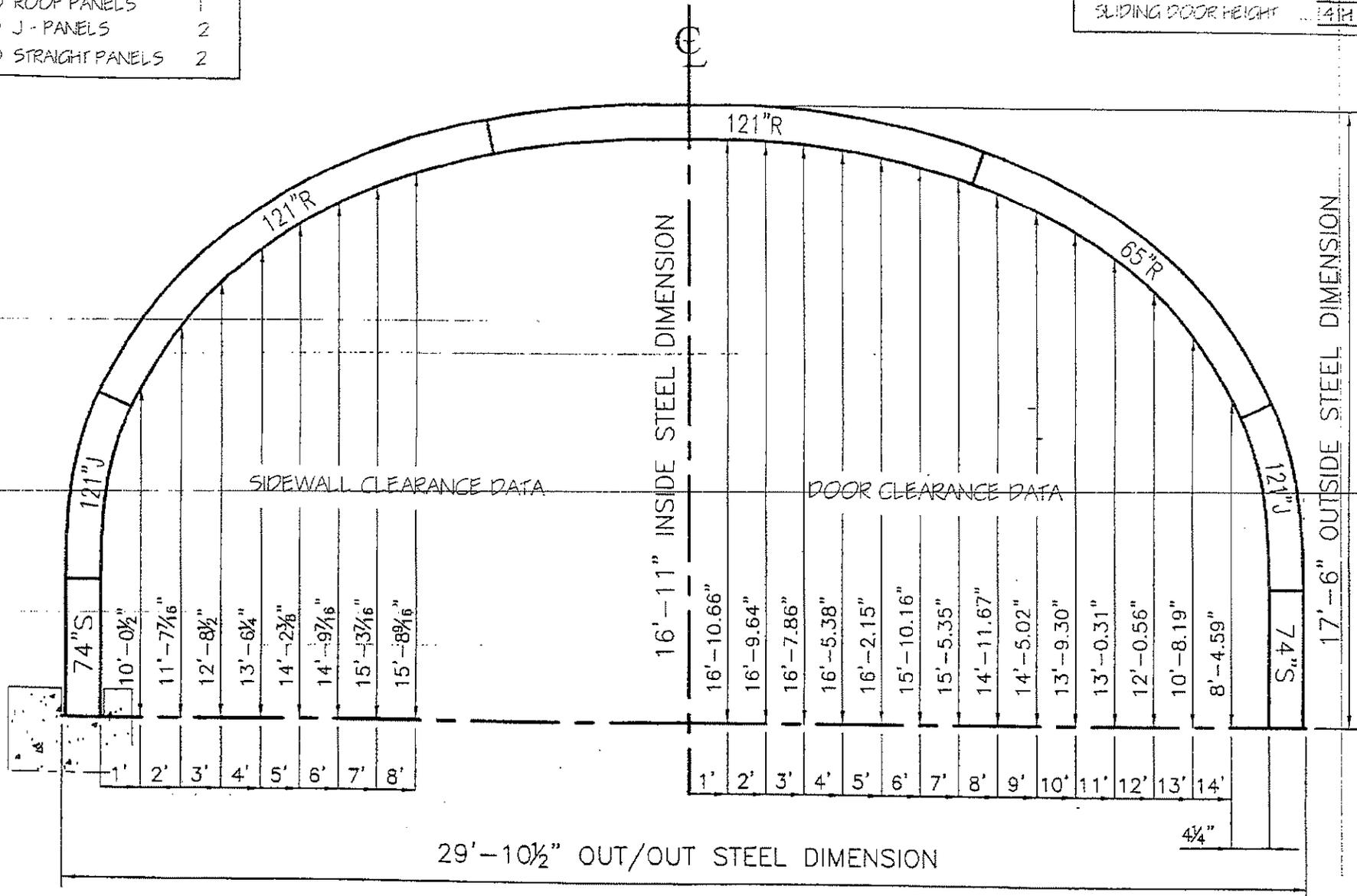
**Action Needed**       Public Hearing       Motion       Emergency Clause





(121") ROOF PANELS	2
(65") ROOF PANELS	1
(121") J-PANELS	2
(74") STRAIGHT PANELS	2

OVERHEAD DOOR HEIGHT 14'H X 14'W  
 SLIDING DOOR HEIGHT 14'H X 14'W



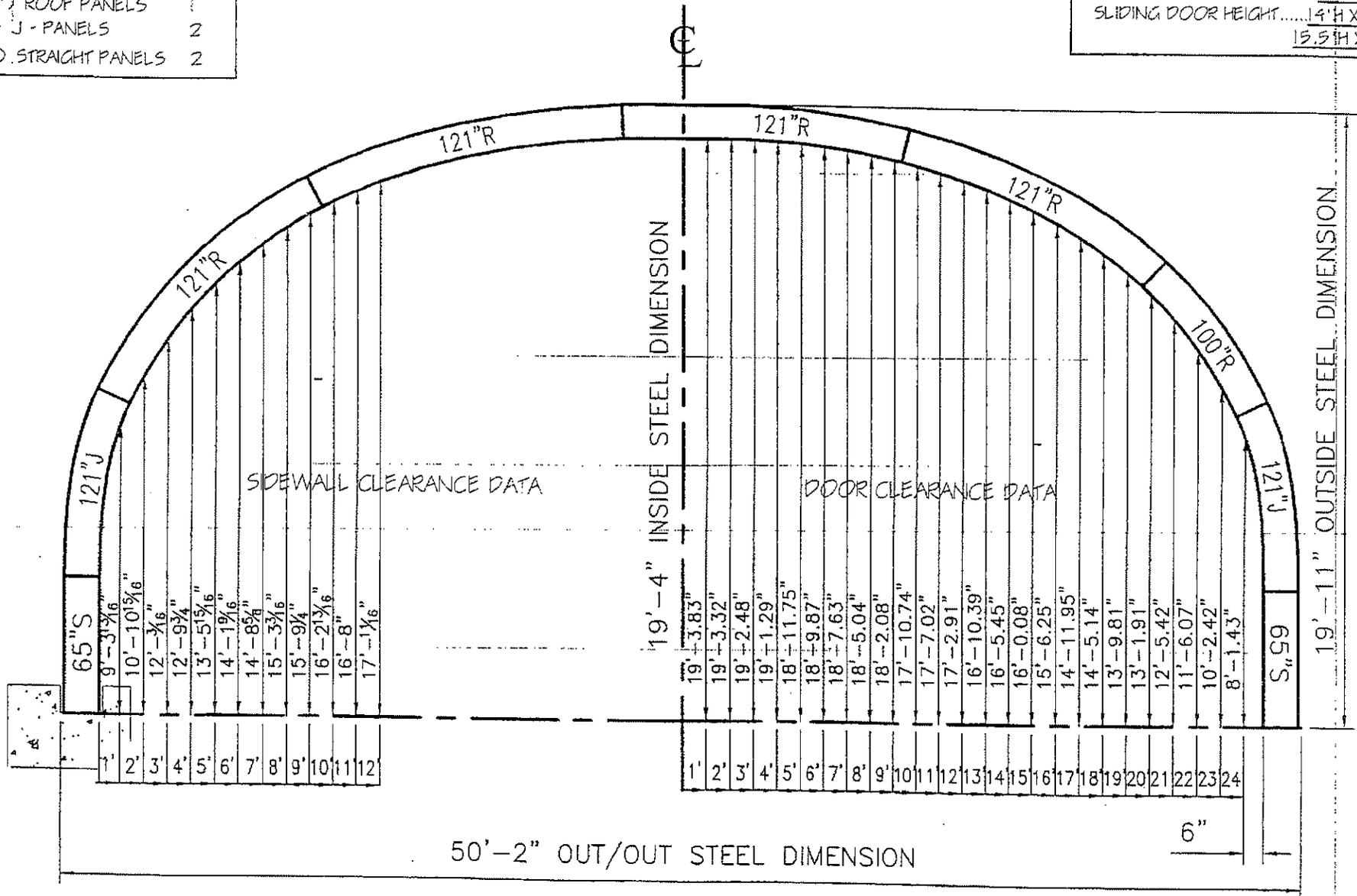
NOTE:  
 THE INSIDE BUILDING HEIGHT DIMENSIONS WILL  
 DECREASE BY 4" WHEN USING A CONCRETE TROUGH.

August 18, 2015

MODIFI: S30-5-17

- (121") ROOF PANELS 4
- (100") ROOF PANELS 1
- (121") J - PANELS 2
- (65") STRAIGHT PANELS 2

OVERHEAD DOOR HEIGHT.....14'H X 14'W  
 SLIDING DOOR HEIGHT.....14'H X 20'W  
 15.5'H X 24'W



NOTE:  
 THE INSIDE BUILDING HEIGHT DIMENSIONS WILL  
 DECREASE BY 4" WHEN USING A CONCRETE TROUGH.





Agenda Item Cover Letter

Meeting

City Council
[X] GPWA
Other:

Date of Meeting

August 18, 2015

Contact

Maxine Pruitt,
Municipal Services Director

Agenda Item

Consider approval to solicit bids for replacing two sections of sewer line, approximately 800 linear feet, upgrading to twelve inch diameter sewer line.

Summary

The two sections of sewer line that collect effluent from the Interstate 35 business is in need of replacement. The line from Manhole No. 7-072 running northwest approximately 400 linear feet to Manhole No. 7-072A is a ten inch clay line. The line running north approximately 380 linear feet from Manhole No. 7-072A to Manhole No. 7-072B is an eight inch line. Because this is a main collector these two lines must be upgraded to a twelve inch line in order to carry the load intersecting at Manhole No. 7-072 from both south and east.

Replacing these lines will follow the requirements set by the ODEQ relating to CMOM. The estimate to replace the lines is approximately \$140,000. The funding is in the CMOM Fund, also set up as required by the ODEQ.

Once Council approves, the Guthrie Public Works Authority will purchase a "Permit to Construct" from the Oklahoma Department of Environmental Quality (ODEQ).

Table with 4 columns: Funding Expected, Budgeted, Account Number, Legal Review. Rows include Revenue/Expenditure, Yes/No, Amount (\$140,000), and N/A/Required/Completed Date.

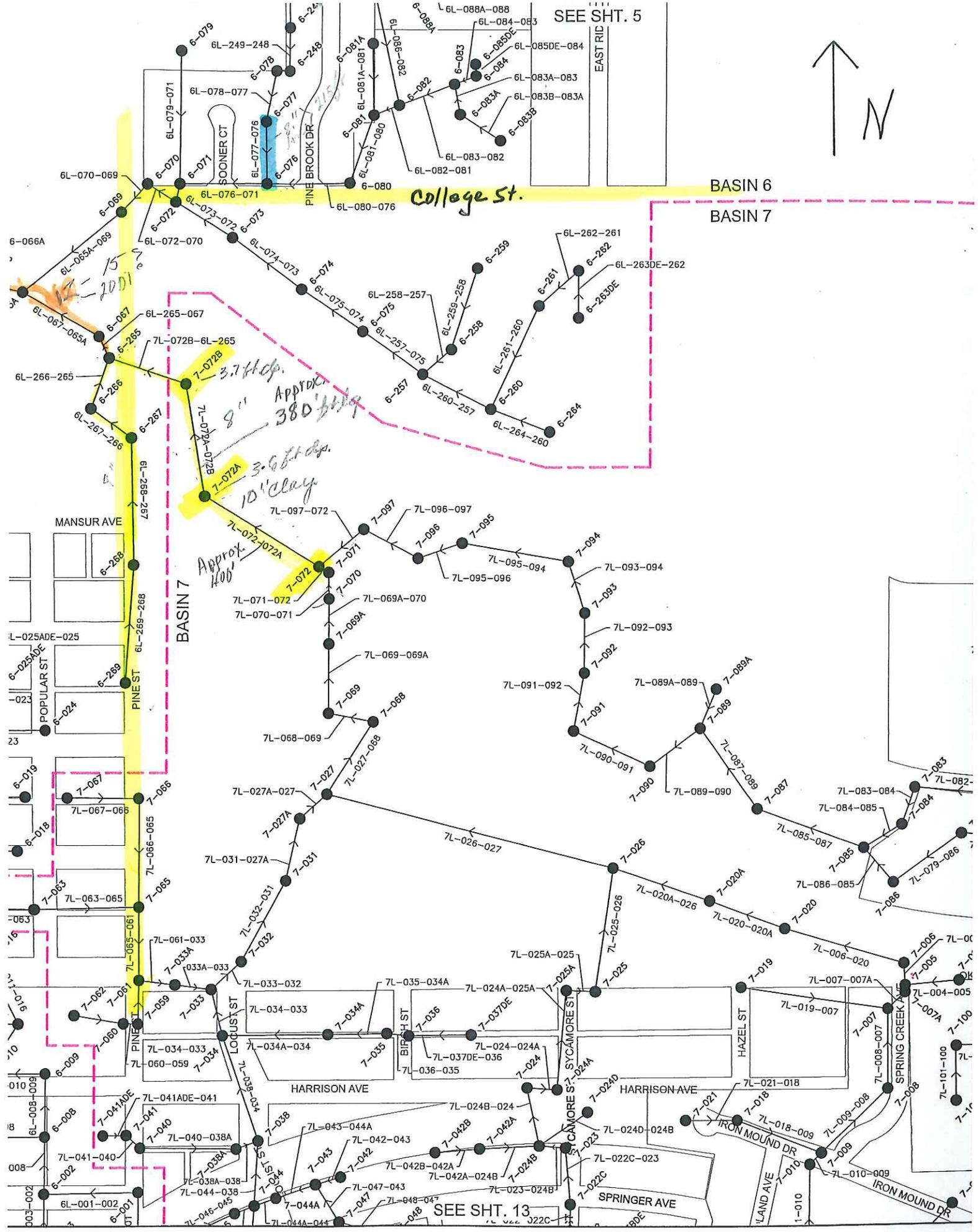
Supporting documents attached

- Map of the area in Basin 7 for replacement

Recommendation

Approve soliciting bids for the replacement of approximately 800 linear feet of sewer line in Basin 7, upgrading to a twelve inch diameter sewer line.

Action Needed: Public Hearing, [X] Motion, Emergency Clause



SEE SHT. 5



BASIN 6

BASIN 7

College St.

BASIN 7

SEE SHT. 13



**Agenda Item Cover Letter**

**Meeting**

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

**Date of Meeting**

August 18, 2015

**Contact**

Maxine Pruitt,  
Municipal Services Director

**Agenda Item**

Consider approval of the receipt of Permit No. SL000042150517 for the construction of 1,202 linear feet of twelve (12) inch PVC, 3,739 linear feet of eight (8) inch PVC, 328 linear feet of six (6) inch PVC and 761 linear feet of four (4) inch PVC potable water line and all appurtenances to serve Noble Avenue water line replacement, Logan County, Oklahoma, and to be noted in the minutes after which will be maintained as a permanent record.

**Summary**

This permit is issued by the Oklahoma Department of Environmental Quality, (DEQ) as approval for the construction of 1,202 linear feet of twelve (12) inch PVC, 3,739 linear feet of eight (8) inch PVC, 328 linear feet of six (6) inch PVC and 761 linear feet of four (4) inch PVC potable water line and all appurtenances to serve Noble Avenue water line replacement, Logan County, Oklahoma. This is relative to the State Job No. 21860(06), Project No. STPY-142A (102), State Highway 33. (Bridge over Cottonwood Creek, also known as the Guthrie Viaduct)

It is required that the receipt of this permit should be noted in the minutes of the next regular meeting of the City of Guthrie Council Meeting, after which it should be made a matter of permanent record.

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

**Supporting documents attached**

- Permit No. SL000042150517, Noble Avenue Water Line Replacement

**Recommendation**

Approve receipt of Construction Permit No. SL000042150517

**Action Needed**       Public Hearing       Motion       Emergency Clause



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

July 14, 2015

Mr. Steven J. Gentling, Chairman  
City of Guthrie  
P.O. Box 908  
Guthrie, Oklahoma 73044

Re: Permit No. WL000042150517  
Noble Avenue water line replacement  
Facility No. 1020903

Dear Mr. Gentling:

Enclosed is Permit No. WL000042150517 for the construction of 1,202 linear feet of twelve (12) inch PVC, 3,739 linear feet of eight (8) inch PVC, 328 linear feet of six (6) inch PVC, and 761 linear feet of four (4) inch PVC potable water line and all appurtenances to serve the Noble Avenue water line replacement, Logan County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on July 14, 2015. 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 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/TJ

Enclosure

c: William Myers, P.E., Myers Consulting Engineers, Inc



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

**PERMIT No. WL000042150517**

**WATER LINES**

**FACILITY No. 1020903**

**PERMIT TO CONSTRUCT**

July 14, 2015

Pursuant to O.S. 27A 2-6-304, the City of Guthrie is hereby granted this Tier I Permit to construct 1,202 linear feet of twelve (12) inch PVC, 3,739 linear feet of eight (8) inch PVC, 328 linear feet of six (6) inch PVC, and 761 linear feet of four (4) inch PVC potable water line and all appurtenances to serve the Noble Avenue water line replacement, located in N/2, Section 8, T-16-N, R-2-W, Logan County, Oklahoma, in accordance with the plans approved July 14, 2015.

By acceptance of this 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.



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

PERMIT No. WL000042150517  
WATER LINES  
FACILITY No. 1020903

PERMIT TO CONSTRUCT

- 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 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**

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

**Date of Meeting**

August 18, 2015

**Contact**

Jim Ahlgren,  
Human Resource Director

**Agenda Item**

Consider authorizing City staff to contract with Aetna to continue providing medical and life insurance coverage for City employees for fiscal year 2016.

**Summary**

The City of Guthrie currently contracts with Aetna to provide medical and life insurance for its employees. The current contract expires September 30, 2015. Aetna has increased its medical rates causing the City to seek new quotes. Of the companies that quoted, Aetna presented the best value to the City.

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

**Supporting documents attached**

- 2015 Medical Rate Quote Spreadsheet
- Life Quote

**Recommendation**

Authorize City staff to contract group Medical and Life Insurance coverage with Aetna for the October 1, 2015 - September 30, 2016 plan year.

**Action Needed**       Public Hearing       Motion       Emergency Clause

## CITY OF GUTHRIE 2016 Comparison

<u>BENEFITS</u>	<u>Aetna Current</u>	<u>Aetna Current</u>	<u>BCBS / BluePreferred</u>	<u>TML MultiState</u>	<u>United Healthcare</u>
			<u>RK875X</u>	<u>P96-25-25-a \$15 OV</u>	<u>2TT</u>
Office visit copay	\$15	\$15	\$20	\$15	\$20 - \$20/\$40
Ind. Deductible / Family	\$250 / \$500	\$250 / \$500	\$500 / \$1,500	\$250 / \$500	\$250 / \$500
Coinsurance (In / Out)	10% / 30%	10% / 30%	20% / 40%	10% / 40%	\$0 / 30%
Out of Pocket Max (Ind/Fam)	\$2,500 / \$5,000	\$2,500 / \$5,000	\$2,500 / \$5,800	\$2,500 / \$5,000	\$1,750 / \$3,500
Prescription Card	\$10 / \$30 / \$50	\$10 / \$30 / \$50	\$10 / \$25 / \$50 / \$150		\$10 / \$30 / \$50
Urgent Care	\$15	\$15	Deductible + 20%		\$75 copay
Emergency Room	\$50 + 10%	\$50 + 10%	Deductible + 20%		\$300 copay
Inpatient	Deductible + 10%	Deductible + 10%	Deductible + 20%		Deductible than 0
Outpatient	Deductible + 10%	Deductible + 10%	Deductible + 20%		Deductible than 0
Hi Tech Diagnostics	Deductible +10%	Deductible +10%	Deductible + 20%		\$75 copay
Network	Aetna	Aetna	BluePreferred		Choice Plus
Monthly Premium					
<b>Employee</b>	<b>\$439.59</b>	<b>\$483.11</b>	<b>\$546.10</b>	<b>\$590.64</b>	<b>\$515.34</b>
<b>Employee/Spouse</b>	<b>\$1,028.67</b>	<b>\$1,130.51</b>	<b>\$1,277.90</b>	<b>\$868.36</b>	<b>\$1,205.93</b>
<b>Employee/Child(ren)</b>	<b>\$795.67</b>	<b>\$874.44</b>	<b>\$988.45</b>	<b>\$462.08</b>	<b>\$932.78</b>
<b>Family</b>	<b>\$1,384.75</b>	<b>\$1,521.84</b>	<b>\$1,720.26</b>	<b>\$1,265.30</b>	<b>\$1,623.38</b>
<b>final rates are subject to underwriting and final enrollment</b>					
50% of employee cost and 75% of all eligible employee participation is required					

Prepared by:  
Benchmark Financial Group  
1900 NW Expressway Suite 1200  
Oklahoma City, OK 73118-1805  
(405) 840-0028  
(405) 840-0014

# Summary Of Renewal Rates - Group Insurance

City Of Guthrie

Policy Holder Number:475182

Renewal Rate Period: 10/01/2015 through 09/30/2017

- Quoted Life and Disability renewal rates are based on the assumption that all Life and Disability coverage's will remain inforce with Aetna during the full guarantee period.
- This exhibit outlines your renewal/proposed rates effective 10/01/2015
- Rates may be adjusted if there is a 10% or greater change in lives or assumed volume as stated below.

Basic Term Life						
Coverage Categories	Assumed Volume	Current Rates	Monthly Premium	Renewal Rates	Monthly Premium	\$ Change
Per \$1,000	\$2,650,000	\$0.220	\$583.00	\$0.264	\$699.60	\$116.60
Total						

Accidental Death & Dismemberment						
Coverage Categories	Assumed Volume	Current Rates	Monthly Premium	Renewal Rates	Monthly Premium	\$ Change
Per \$1,000	\$2,650,000	\$0.030	\$79.50	\$0.030	\$79.50	\$0.00
Total						

EE Supplemental Life						
Coverage Categories per \$1000	Assumed Volume	Current Rates	Monthly Premium	Renewal Rates	Monthly Premium	\$ Change
< 30	\$0	\$0.140	\$0.00	\$0.168	\$0.00	
30-34	\$110,000	\$0.160	\$17.60	\$0.192	\$21.12	
35-39	\$80,000	\$0.190	\$15.20	\$0.228	\$18.24	
40-44	\$40,000	\$0.260	\$10.40	\$0.312	\$12.48	
45-49	\$50,000	\$0.410	\$20.50	\$0.492	\$24.60	
50-54	\$110,000	\$0.670	\$73.70	\$0.804	\$88.44	
55-59	\$30,000	\$0.990	\$29.70	\$1.188	\$35.64	
60-64	\$20,000	\$1.240	\$24.80	\$1.488	\$29.76	
65-69	\$0	\$1.510	\$0.00	\$1.812	\$0.00	
70-74	\$0	\$4.250	\$0.00	\$5.100	\$0.00	
> 74	\$0	\$5.700	\$0.00	\$6.840	\$0.00	
Total						\$38.38

Spouse Supplemental Life						
Coverage Categories per \$1000	Assumed Volume	Current Rates	Monthly Premium	Renewal Rates	Monthly Premium	\$ Change
< 30	\$0	\$0.140	\$0.00	\$0.168	\$0.00	
30-34	\$0	\$0.160	\$0.00	\$0.192	\$0.00	
35-39	\$30,000	\$0.190	\$5.70	\$0.228	\$6.84	
40-44	\$20,000	\$0.260	\$5.20	\$0.312	\$6.24	
45-49	\$50,000	\$0.410	\$20.50	\$0.492	\$24.60	
50-54	\$40,000	\$0.670	\$26.80	\$0.804	\$32.16	
55-59	\$10,000	\$0.990	\$9.90	\$1.188	\$11.88	
60-64	\$0	\$1.240	\$0.00	\$1.488	\$0.00	
65-69	\$0	\$1.510	\$0.00	\$1.812	\$0.00	
70-74	\$0	\$4.250	\$0.00	\$5.100	\$0.00	
> 74	\$0	\$5.700	\$0.00	\$6.840	\$0.00	
Total						\$13.62

Child Supplemental Life						
Coverage Categories	Assumed Lives	Current Rates	Monthly Premium	Renewal Rates	Monthly Premium	\$ Change
PEPM	7	\$0.600	\$4.20	\$0.720	\$5.04	\$0.84
Total						

Monthly Totals			\$926.70		\$1,096.14	\$169.44	18.28%
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**Agenda Item Cover Letter**

**Meeting**

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

**Date of Meeting**

August 18, 2015

**Contact**

Jim Ahlgren,  
Human Resource Director

**Agenda Item**

Consider authorizing City staff to contract with MetLife to provide dental insurance coverage for City employees for fiscal year 2016.

**Summary**

The City of Guthrie currently contracts with Aetna to provide dental care insurance for its employees. The current contract expires September 30, 2015. Aetna has increased its rates causing the City to go out for quotes. Of the companies that quoted MetLife presented the best value to the City.

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

**Supporting documents attached**

- 2015 Dental Rate Quote spreadsheet

**Recommendation**

Authorize City staff to contract group dental coverage with MetLife for the October 1, 2015 - September 30, 2016 plan year.

**Action Needed**       Public Hearing       Motion       Emergency Clause

## CITY OF GUTHRIE DENTAL 2015

	Aetna Current	Aetna Renewal	Delta Dental	MetLife	UHC
<b>DENTAL BENEFITS</b>					
Preventive Services	100%	100%	100%	100%	100%
Basic Services	80%	80%	80%	80%	80%
Major Services	50%	50%	50%	50%	50%
Deductible - Ind/Fam	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150
Annual Maximum	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Orthodontics	N/A	N/A	N/A	N/A	N/A
Ortho Lifetime max	N/A	N/A	N/A	N/A	N/A
Endo & Periodontics	50%	50%	80%	80%	80%
Employee	\$26.77	\$30.17	\$29.18	\$24.90	\$29.63
Employee / Spouse	\$53.51	\$60.31	\$58.36	\$49.76	\$59.23
Employee / Children	\$61.55	\$69.37	\$67.12	\$57.24	\$68.13
Family	\$88.29	\$99.50	\$96.30	\$82.11	\$97.72

MINUTES

CITY COUNCIL MEETING  
Council Workshop  
August 4, 2015

The special meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Friday, July 31, 2015, before 5:00 p.m. and held Tuesday, August 4, 2015, in the Guthrie City Hall 3<sup>rd</sup> Floor Conference Room.

Mayor Steven J. Gentling called the meeting to order at 6:00 p.m.

Members Present:	Steven J. Gentling	John Wood	Gaylord Z. Thomas
	Sharyl Padgett	Ed Wood	Brian Bothroyd

Members Absent: Jeff Taylor

Staff Present:	Bruce Johnson	Randel Shadid	Kim Biggs
	Jim Ahlgren	Maxine Pruitt	Cody Mosley
	Don Sweger	Eric Harlow	Cyndi O
	Schellon Stanley		

Mayor Gentling declared a quorum with six (6) Council Members in attendance.

**Public Comments.** None.

**Discussion regarding Excelsior Building.** Evelyn Nephew, member of the Save Our Library Excelsior (SOLE) committee, provided an update on their 501c3 status and stated that it has not been approved yet but is in process. The Council asked that the committee provide a plan in a future workshop describing how the building will be used. Amy Loch with the Logan County Historical Society stated that the application for the designation of historical status is in process and will take several months to complete due to scheduling. City Attorney Shadid confirmed that the building belongs to the City of Guthrie. Human Resource Director Ahlgren stated that EMI has tested the building for lead and asbestos and those results will be ready in a few weeks. This item will be placed on a future workshop for additional updates.

Council Member Jeff Taylor arrived at 6:05 p.m.

**Discussion regarding draft FY16 Budget.** City Clerk/Treasurer, Kim Biggs, presented the Draft FY 2016 Budget to the City Council and explained the increases and reductions from FY15. She provided a copy of the *Budget at a Glance* in the Council's Dropbox explaining the challenges in the upcoming year; how the Logan County Property Tax is calculated and distributed; the monthly sales tax net payment, revenue and operating budgets, number of employees, Stabilization Funds; and a brief explanation of each of the City/Guthrie Public Works Authority Funds. This item will be placed on the August 18, 2015 workshop agenda for further discussion.

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

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Kim Biggs, City Clerk

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Steven J. Gentling, Mayor

MINUTES  
CITY COUNCIL MEETING  
August 4, 2015

The regular meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Friday, July 31, 2015, before 5:00 p.m. and held Tuesday, August 4, 2015, in the Guthrie City Hall Council Chambers.

Mayor Steven J. Gentling called the meeting to order at 7:03 p.m.

Members Present:	Steven J. Gentling	John Wood	Gaylord Z. Thomas
	Jeff Taylor	Sharyl Padgett	Ed Wood
	Brian Bothroyd		

Members Absent: None

Staff Present:	Bruce Johnson	Randel Shadid	Kim Biggs
	Jim Ahlgren	Maxine Pruitt	Cody Mosley
	Don Sweger	Eric Harlow	Cyndi O
	Schellon Stanley		

Mayor Gentling declared a quorum with all Council Members in attendance.

**Consent Agenda.** Motion by Vice Mayor J. Wood, seconded by Council Member E. Wood, moved approval of the Consent Agenda as follows:

- A. Consider approval of minutes of the City Council Workshop held on July 21, 2015.
- B. Consider approval of minutes of the Regular City Council Meeting held on July 21, 2015.
- C. Consider approval of re-appointing Scott Wyskiel and appointing John Donosso to the Guthrie Housing Authority both serving terms expiring August 2017.

Council Members entered their votes and the votes were displayed with the following results:

Aye: Gentling, J. Wood, Thomas, Taylor, Padgett, E. Wood, Bothroyd  
Nay: None

Mayor Gentling declared the motion carried unanimously.

**Resolution No. 2015-14 Lease/Purchase Financing with Branch Banking and Trust Company.** Motion by Council Member Taylor, seconded by Council Member Thomas, moved approval of financing the lease-purchase of a 2015 Ram Ambulance with Branch Banking and Trust Company at a fixed interest rate of 1.99% for five years in the amount of \$175,725.00 with the non-appropriation clause as required by Oklahoma State Statutes. Council Members entered their votes and the votes were displayed with the following results:

Aye: Gentling, J. Wood, Thomas, Taylor, Padgett, E. Wood, Bothroyd

Nay: None

Mayor Gentling declared the motion carried unanimously

**Taloo Music Festival.** Motion by Council Member Thomas, seconded by Council Member Bothroyd, moved approval of going forward with the festival as scheduled if the amendments to the contract are signed and the required insurance has been received within seven days of August 4th or the contract will be cancelled. Council Members entered their votes and the votes were displayed with the following results:

Aye: Gentling, J. Wood, Thomas, Taylor, Padgett, E. Wood, Bothroyd

Nay: None

Mayor Gentling declared the motion carried unanimously.

**City Manager's Report.** City Manager Johnson stated that he is scheduled to meet with all departments over the next month to familiarize himself with all of the City's assets, personnel, and processes. He is looking forward to working with the City Council and the citizens of Guthrie in moving the community forward in a singular vision in making Guthrie the best place to live in the state of Oklahoma.

**Requests/comments from the members of the City Council.** Welcomed Bruce Johnson to the City of Guthrie and thanked all department heads for their work during the transition of key personnel.

**Executive Session.** Motion by Vice Mayor Wood, seconded by Council Member E. Wood, moved approval to convene into Executive Session pursuant to the authority of Title 25, O.S. 2001, Section:

- A. 307(B)(2) for the purpose of discussing negotiations concerning employees and representatives of the International Association of Fire Fighters (IAFF), Local 2145.
- B. 307(B)(2) for the purpose of discussing negotiations concerning employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105.

Council Members entered their votes and the votes were displayed with the following results:

Aye: Gentling, J. Wood, Thomas, Taylor, Padgett, E. Wood, Bothroyd

Nay: None

Mayor Gentling declared the motion carried unanimously at 7:30 p.m. Attending Executive were: Mayor Gentling, Vice Mayor J. Wood, Councilmembers Thomas, Taylor, Padgett, E. Wood, and Bothroyd; City Manager Johnson, City Attorney Shadid and Human Resources Director Ahlgren.

**Reconvene.** Mayor Gentling reconvened the Guthrie City Council Meeting at 8:10 p.m. and stated no action was taken in Executive Session.

**Consider action concerning employees and representatives of the International Association of Fire Fighters (IAFF), Local 2145.** Motion by Council Member Bothroyd, seconded by Council Member E. Wood, moved approval of the Collective Bargaining Agreement for FY 2016 with the employees and representatives of the International Association of Fire Fighters (IAFF), Local 2145. Council Members entered their votes and the votes were displayed with the following results:

Aye: Gentling, J. Wood, Thomas, Taylor, Padgett, E. Wood, Bothroyd  
Nay: None

Mayor Gentling declared the motion carried unanimously.

**Consider action concerning employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105.** Motion by Council Member Taylor, seconded by Vice Mayor J. Wood, moved approval of the Collective Bargaining Agreement for FY 2016 with the employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Gentling, J. Wood, Thomas, Taylor, Padgett, E. Wood, Bothroyd  
Nay: None

Mayor Gentling declared the motion carried unanimously.

**Adjournment.** There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 8:11 p.m.

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Kim Biggs, City Clerk

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Steven J. Gentling, Mayor



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

August 18, 2015

Contact

W. Don Sweger,
Chief of Police

Agenda Item

Consider approval of the School Resource Officer (SRO) Agreement between the City of Guthrie and Guthrie Public School District.

Summary

The agreement is intended for the City of Guthrie in partnership with the Guthrie Public School District to provide two (2) School Resource Officers, in addition to the current City of Guthrie SRO, to assist in maintaining a safe and secure environment at for public schools. The agreement is based on one (1) calendar year and has the option to be renewed annually. The proposed amount paid by the Guthrie Public School District is in the amount of \$32,000.00 per officer. During the non-contract days, the designated officers will be added to patrol and/or code enforcement for the City of Guthrie. The City will provide vehicles for the officers, but does not intend on adding to the current vehicle fleet for these positions.

Funding Expected X Revenue X Expenditure N/A
Budgeted X Yes No N/A
Account Number 01-00-00-5473 Amount \$64,000 to General Fund annually

Supporting documents attached

- SRO Agreement

Recommendation

Approve the School Resource Officer Agreement between City of Guthrie and Guthrie Public School District.

Action Needed Public Hearing X Motion Emergency Clause

## AGREEMENT

This agreement made and entered into this 13th day of July, 2015 by and between the City of Guthrie, Oklahoma, a municipal corporation, hereinafter referred to as the "City", and the Guthrie School District of Logan County, Oklahoma, hereinafter referred to as "District", WITNESSETH.

**PURPOSE:** The purpose of this agreement is to provide for the increased safety and security of the public schools of the District through the placement of a police officer in said schools.

**ADMINISTRATION:** This agreement shall be administered by the City Manager and the Chief of Police with input from the District administration. These representatives shall be responsible for administering this agreement and shall have the authority to determine the duties to be performed by the officer and the resolution of the disputes. The City Manager and the Chief of Police of the City shall receive from the District periodic recommendations and suggestions as to needs of the District. These recommendations shall be submitted by the Superintendent of Schools for the District.

**TERM OF AGREEMENT:** This agreement shall be in effect as of the date the agreement is signed by both parties for a period of one calendar year and may be renewed on an annual basis.

**AGENCY REPRESENTATIVES:** The parties will develop procedures for ongoing meetings and will, at least annually, review and if necessary, recommend any changes.

**MODIFICATION OF AGREEMENT:** Modification of this agreement shall be made only by consent of both parties. Such shall be made with the same formalities as were followed in this agreement and shall include a written document setting forth the modifications signed by the parties.

**QUALIFICATIONS:** The officer shall be a duly certified police officer of the City and shall perform those tasks and duties delineated in the schedule of duties as approved by the administrators. City agrees and guarantees that police officer will be, at all time, certified Peace Officer for the State of Oklahoma and meet all requirements as set forth by the Oklahoma Council on Law Enforcement Education and Training, the City of Guthrie, Oklahoma and as may be required by law. City warrants to District that police officer is fully trained in the proper and appropriate law enforcement use of all equipment issued to or allowed by City for use by police officers, including, but not limited to, any weapons or equipment designed to or capable of causing harm to persons or property.

### **DUTIES OF SCHOOL RESOURCE OFFICERS:**

The SRO's duties will include, but not be limited to, the following:

- A. To be an extension of the principal's office for assignments consistent with this Agreement.
- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the assigned campus.

- C. To act as the designee of the campus administrator in maintaining the physical plant of the assigned campus to provide a safe environment as to law enforcement matters and school code violations. This includes building(s), grounds, parking lot(s), lockers and other public school property.
- D. To provide a classroom resource for law education using approved materials.
- E. To be a resource for students which will enable them to be associated with a law enforcement figure in the students' environment.
- F. To be a resource for teachers, parents and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.
- G. To make appearances before site councils, parent groups, and other groups associated with the campus and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- H. The SRO will not be involved in ordinary school discipline, UNLESS; it pertains to preventing a potential disruption and/or climate that places students at risk of harm. Disciplining students is a School District responsibility, and only when the principal and the SRO agree that the SRO's assistance is needed to maintain a safe and proper school environment would the principal request SRO involvement.
- I. If the principal believes that in a given situation or incident there is a law violation, the principal may request SRO involvement.
- J. All law enforcement agencies requesting to conduct formal police interviews, interrogations, and arrests of any student should be referred to the campus SRO.
- K. The SRO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency-and delinquency-prone youths and their families. Referrals will be made when necessary.
- L. The SRO and the principal will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.
- M. The SRO is first and foremost a law enforcement officer. This fact must be constantly reinforced.
- N. The SRO may be asked to provide community wide crime prevention presentations that include, but are not limited to:

- Drugs and the law – Adult and juvenile;
- Alcohol and the law – Adult and juvenile;
- Sexual assault prevention;
- Safety programs – Adult and juvenile;
- Assistance in other crime prevention programs as assigned.

- O. The SROs will wear approved department uniform, formal business attire or business casual with appropriate logos and name badges depending on the time of the school year, the type of school activity or program, and the requests of the school and/or police department. The Chief of Police and the principal shall jointly set expectations and resolve any disputes in this area.
- P. The SROs will wear their department authorized duty weapons in accordance with department policy.

**ACCESS TO EDUCATION RECORDS:**

- A. School officials shall allow SROs to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. If confidential student records information is needed by an SRO, the information may be released only as allowed by law.

**EMPLOYMENT OF SCHOOL RESOURCE OFFICERS:**

- A. The SROs shall be employees of the Police Department and shall be subject to the administration, supervision and control of the Police Department.
- B. The SROs shall be subject to all personnel policies and practices of the Police Department except as such policies or practices may be modified by the terms and conditions of this Agreement.
- C. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline SROs.
- D. A joint committee composed of representatives of the Police Department and the School District shall make recommendations for the SRO positions to the Chief of Police who shall assign such officers. If a principal is dissatisfied with an SRO who has been assigned to that principal's school, then that principal may request that the Chief of Police assign a different officer as the SRO for that school.
- E. The parties shall agree in writing how many SROs will be employed during any school year.

**FUNDING:** In consideration for the City's assignment of a School Resource Officer in accordance with the program outlined in this agreement, the District agrees to pay the sum of \$32,000.00 per officer. This amount represents the nine (9) months school is in session. The costs associated with expected salary and all applicable benefits and premium expenses are based on the 2015 salary and benefit expenses of the SRO. The City will invoice the District one-half of the annual sum in January and the second half in April. Upon renewal of this agreement funding in successive years shall be an amount as calculated above. Prior to the start of each school year, the City shall calculate the cost for the next year in accordance with this paragraph and provide notice of such to the District 45 days prior to the first day of school. Such amount shall be the new payment amount for the agreement unless the District chooses to terminate this agreement as provided below.

**LIABILITY:** City agrees that it shall be responsible for any liability arising from the actions of the officer in the same manner and to the same extent as it has liability for the actions of any police officer. Each party shall assume and be responsible for any liability or the costs of litigation arising from actions of its own employees.

**TERMINATION:** This agreement shall be subject to termination upon written notification by either party upon sixty (60) days notice.

WITNESS OUR HANDS the day and year first above written:

“City”

By:

\_\_\_\_\_  
Mayor, City of Guthrie

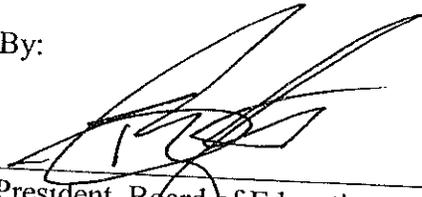
\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
City Clerk, City of Guthrie

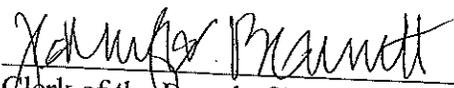
“District”

By:

  
\_\_\_\_\_  
President, Board of Education  
Guthrie Public Schools

07/13/15  
\_\_\_\_\_  
Date

Attest:

  
\_\_\_\_\_  
Clerk of the Board of Education  
Guthrie Public Schools

APPROVED

CLERK

BOARD OF EDUCATION  
GUTHRIE, OK



Agenda Item Cover Letter

Meeting: [X] City Council, [ ] GPWA, [ ] Other:
Date of Meeting: August 18, 2015
Contact: Jessie Bryan, Purchasing Agent

Agenda Item

Consider approval to solicit bids for construction of a pilots' lounge at Guthrie-Edmond Regional Airport.

Summary

On January 20, 2015, the City Council gave permission to allow the solicitation of bids for the construction of a pilots' lounge at the Guthrie-Edmond Regional Airport. Bids were received and opened on February 17th. The City received 3 sealed bids from the following contractors: WL McNatt & Company for \$105,000; Rader Building Company for \$72,200; and Gail Armstrong for \$120,000. All of these bids exceed the \$50,000 budgeted amount for this project. March 17th the City Council approved to reject all bids.

Myers Engineering has submitted revised plans and specifications for the construction of a 24 hour accessible pilots' lounge and restroom. The new lounge will be constructed within the existing Airport Terminal. The project will be bid in sections to make sure the project can be done within the budget. The space has been given to the city by the current Lessor, Crabtree Aircraft Services, for the construction. Once the construction is completed Crabtree Aircraft Services will maintain the space, and it will be included into the current cleaning agreement. The facility will provide a service to the airport user that could be expected at any regional airport.

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: [ ] N/A, [ ] Required, Completed Date: [ ]

Supporting documents attached

Recommendation

Consider approval to solicit bids for construction of a pilots' lounge at Guthrie-Edmond Regional Airport.

Action Needed: [ ] Public Hearing, [X] Motion, [ ] Emergency Clause



**Agenda Item Cover Letter**

<b>Meeting</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	<b>Date of Meeting</b> August 18, 2015	<b>Contact</b> Cody Mosley, Community & Economic Development Director
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**Agenda Item**

Discussion and possible action on Historic Preservation Commission appeal regarding the installation of handrails located at 105 West Cleveland Avenue.

**Summary**

Ms. Bonnie Calvert filed an application to be reviewed by the Historic Preservation Commission (HPC) during the April meeting. During the meeting the Commission noted that the applicant had already installed handrails for her request that was pending approval by the HPC. The HPC noted that in the collective opinion, the handrails looked more residential in nature than the typical handrail in downtown Guthrie, and requested a more commercialized style of handrail. The HPC requested that Ms. Calvert remove the handrails by May 1<sup>st</sup>.

After the May 1<sup>st</sup> deadline was not met, staff went to Ms. Calvert to follow up about the HPC decision. Ms. Calvert noted that she was not prepared for the meeting, and had several questions for the HPC. She requested an informal meeting between herself with an HPC commissioner, and staff was able to coordinate this. Upon this meeting, Commissioner James Long noted that the handrails themselves did not come across as offensive to Historic Preservation guidelines. Due to this opinion conflicting the HPC ruling, staff provided an opportunity for the HPC to open the application for discussion during the regularly scheduled August meeting. The HPC chose not to reverse their decision at that time, and Ms. Calvert is pursuing an appeal to the City Council. Ms. Calvert has noted the need for handrails at her place of business for her customers to have increased safety for entering and exiting the building. The HPC did not say that Ms. Calvert could not have handrails, but had decided that a handrail with a more commercial appearance should be installed as opposed to the current handrail. The successful appeal would allow Ms. Calvert to leave the current handrails installed in front of her business.

<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**

- Historic Preservation Commission application
- Historic Preservation Commission application photos

**Recommendation**

Approve or deny Historic Preservation Commission appeal.

**Action Needed**       Public Hearing       Motion       Emergency Clause

Check 2275  
\$25.00

908

March 2 at 5:30



RECEIVED  
03-02-15 Spl  
OFFICE OF  
COMMUNITY  
PLANNING &  
DEVELOPMENT

APPLICATION  
CERTIFICATE OF APPROPRIATENESS

City of Guthrie, County of Logan, State of Oklahoma CA# 2015-  
20112895

Applications are due by noon, no later than 8 days prior to the Commission's hearing. All complete applications submitted by the deadline will be included on the agenda of the Guthrie Historic Preservation Commission meeting.

Please fill in ALL information.

Property Owner

Name Jim Mouspi Daytime Phone Number 282 2423  
Mailing Address \_\_\_\_\_

Applicant

Name Bonnie Tolvut Daytime Phone Number 315-3048  
Mailing Address 105 W Cleveland St

Property

Present Name \_\_\_\_\_ Historic Name \_\_\_\_\_ Date \_\_\_\_\_  
Of Building \_\_\_\_\_ of Building \_\_\_\_\_ Built \_\_\_\_\_  
Address of proposed work 105 W Cleveland Ave

Type of Application

(See reverse for requirements)

- Permanent Sign
- Paint
- Awning
- Façade Change
- New Construction
- Demolition
- Other install handrails

Brief description of proposed project  
(attach additional pages if needed)

Install hand rails for door  
way with 3 step entries

Application is hereby made to the Guthrie Historic Preservation Commission for the approval of the plans and specifications submitted for the property herein described. All provisions of the ordinance governing historic districts and designated historic landmarks shall be complied with, for the alteration, addition, construction or demolition of said property whether specified herein or not. **It is REQUIRED that the applicant or representative for the applicant be present at the meeting.** Required drawings, photographs, sample materials, and other information are attached as specified on the back side of this form.

Dated this 26 day of February, 2015 (year)

Bonnie Tolvut  
(Signature of Applicant)

## APPLICATION REQUIREMENTS

**Note: Failure to attach all required items may delay consideration of the proposed project.**

### Sign Applications

Applications for the construction, alteration, restoration or removal of any **SIGN**, including sandwich board signs affecting any property within a historic district or any landmark or landmark site shall be accompanied by the following materials:

- \_\_\_ a. Elevation or photograph of the façade or site in question showing placement of each proposed sign to scale.
- \_\_\_ b. Detailed drawings of the proposed sign(s) showing sign dimensions and design, size and type of lettering, proposed means of illumination, materials, textures and colors.
- \_\_\_ c. Manufacturer's paint samples of the proposed sign colors.

**Upon Approval, a sign permit will be issued. The cost of the sign permit is calculated as follows: \$25 for the permit, plus \$25 for the inspection.**

**NOTE: Fees are doubled if a sign is installed prior to receiving a permit.**

### Façade Change, Paint Colors, New Construction and Other Applications

All other applications for Certificates of Appropriateness shall be accompanied by the following documents, when relevant. City staff and/or the Commission will determine which documents are relevant to the application in question.

- \_\_\_ a. An elevation of all sides of the existing or proposed improvements(s) which can be seen from a street or alley, to scale, with all materials, textures and colors to be used identified and shown. All other elements shall be shown, including light standards and fixtures, screens for mechanical equipment or trash, meters and meter boxes and such other details as may exist on an improvement.
- \_\_\_ b. Samples of all materials, including paint chips of proposed exterior colors.
- \_\_\_ c. Photographs showing existing topography, vegetation, improvements, and adjacent development and a site plan to scale indicating proposed changes. The site plan shall indicate any construction that will obstruct the view or vista from a public street or sidewalk, including but not limited to satellite dishes and antennae.
- \_\_\_ d. Drawings or photographs of non-stationary structures, amenities, furniture or equipment to be placed upon parcels of public or private land within a district or on a landmark site including but not limited to fences, lighting standards, planters, benches, or vending machines.
- \_\_\_ e. Copies of old photographs or historical records, if available, which pertain to the existing resource(s).

If it is your opinion that some of the documents listed above are not necessary for consideration of your proposal, please explain here.

*Nothing is not an obstruction to anything blend  
in with historic requirements, glass normal paper to be  
used if denied wrought iron will be used.*







**OPEN**

**BUSINESS HOURS**

MON. 9:00AM - 5:00PM  
TUE. 9:00AM - 5:00PM  
WED. 9:00AM - 5:00PM  
THU. 9:00AM - 5:00PM  
FRI. 9:00AM - 5:00PM  
SAT. 9:00AM - 5:00PM  
SUN. 9:00AM - 5:00PM

GET YOUR TAXES DONE  
**WITH NO UP-FRONT FEES**

OPEN  
MONDAY 9:00AM - 5:00PM  
TUESDAY 9:00AM - 5:00PM  
THURSDAY 9:00AM - 5:00PM  
SATURDAY BY APPOINTMENT  
ALL OTHER TIMES BY APPOINTMENT  
800-783-3040

**YES WE'RE OPEN**

105



**Agenda Item Cover Letter**

**Meeting**

City Council  
 GPWA  
 Public  
 Other: Hearing

**Date of Meeting**

August 18, 2015

**Contact**

Cody Mosley,  
 Community & Economic  
 Development Director

**Agenda Item**

Public hearing, discussion, and possible action on Ordinance No. 3272, amending the zoning ordinance from A-2 to C-3 for Parcel Number 181030-000000-000000 located just north of College Avenue and immediately adjacent west of I-35 as recommended by the Planning Commission.

**Summary**

On Thursday August 13, 2015, the Planning Commission met to discuss application 2015-20113041 regarding a request to rezone Parcel Number 181030-000000-000000 located just north of College Ave. and immediately adjacent west of I-35. The request is for a rezoning from A-2 to C-3 (Highway Commercial). The intended use is to operate storage units on site with additional speculative commercial office space. The Planning Commission voted to recommend to the Guthrie City Council to approve the rezoning.

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
<b>Budgeted</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
<b>Account Number</b>	<b>Amount</b>		_____
<b>Legal Review</b>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>8/17/2015</u>

**Supporting documents attached**

- Ordinance No. 3272
- Map of Site

**Recommendation**

Approve the adoption of Ordinance No. 3272.

**Action Needed**       Public Hearing       Motion       Emergency Clause

**ORDINANCE NO. 3272**

**AN ORDINANCE RELATED TO ZONING, AMENDING THE ZONING ORDINANCE OF THE CITY OF GUTHRIE, OKLAHOMA TO INCLUDE THE TERRITORY HEREINAFTER DESCRIBED IN THIS ORDINANCE, SAID TERRITORY BEING LOCATED IN THE COUNTY OF LOGAN, STATE OF OKLAHOMA.**

Whereas, the territory hereinafter described in this ordinance is within the city limits of the City of Guthrie, Oklahoma; and

Whereas, in the judgment and discretion of the City of Guthrie, it will contribute greatly to the benefit of the City of Guthrie for the property described hereinafter to be zoned for commercial use; and

Whereas, the owner of herein described parcels has requested that both parcels be rezoned from A-2 to C-3 to allow for the operation of commercial business

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

**SECTION 1** The zoning code found in Ordinance No. 2422 of the City of Guthrie is hereby amended to include and there is hereby rezoned by the City of Guthrie from A-1to C-2 the following described territory 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, described as follows:

03-16N-02W TR W2 SE4; COM SW/C SE4; N 89D30'30" E 622.50'; N 89D39'30" E 49.17'; N 00D15'51' E 70'; N89D39'30" E 300' N 73D27'35"; E 213.32'; N 00D09'22" W 668.11' POB; S 89D39'30" W 762.68'; W 762.68'; N 00D15'40"W 42.30'; S 89D 39'29" W 415'; N 00D15'53" W 1790.15'; N 89D 35'08" E 1181.16'; S 00D09'22" E 1833.96' POB CONT 49.23 A MOL.

03-16N-02W TR W2 SE4; COM SW/C SE4; N 89D30'30" E 622.50' POB N 00D15'51" E 630'; S 89D39'30" W 207.50'; N 00D15'40"; W 167.63'; N89D39'30" E 762.68'; S 00D09'22" E 668.11'; S 73D27'35" W 213.32'; S 89D 39'30" W300'; S 00D15'51" E 70': S 89D39'30" W 49.17' POB

**ADOPTED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Steven J. Gentling, Mayor

ATTEST: (Seal)

\_\_\_\_\_  
Kim Biggs, City Clerk

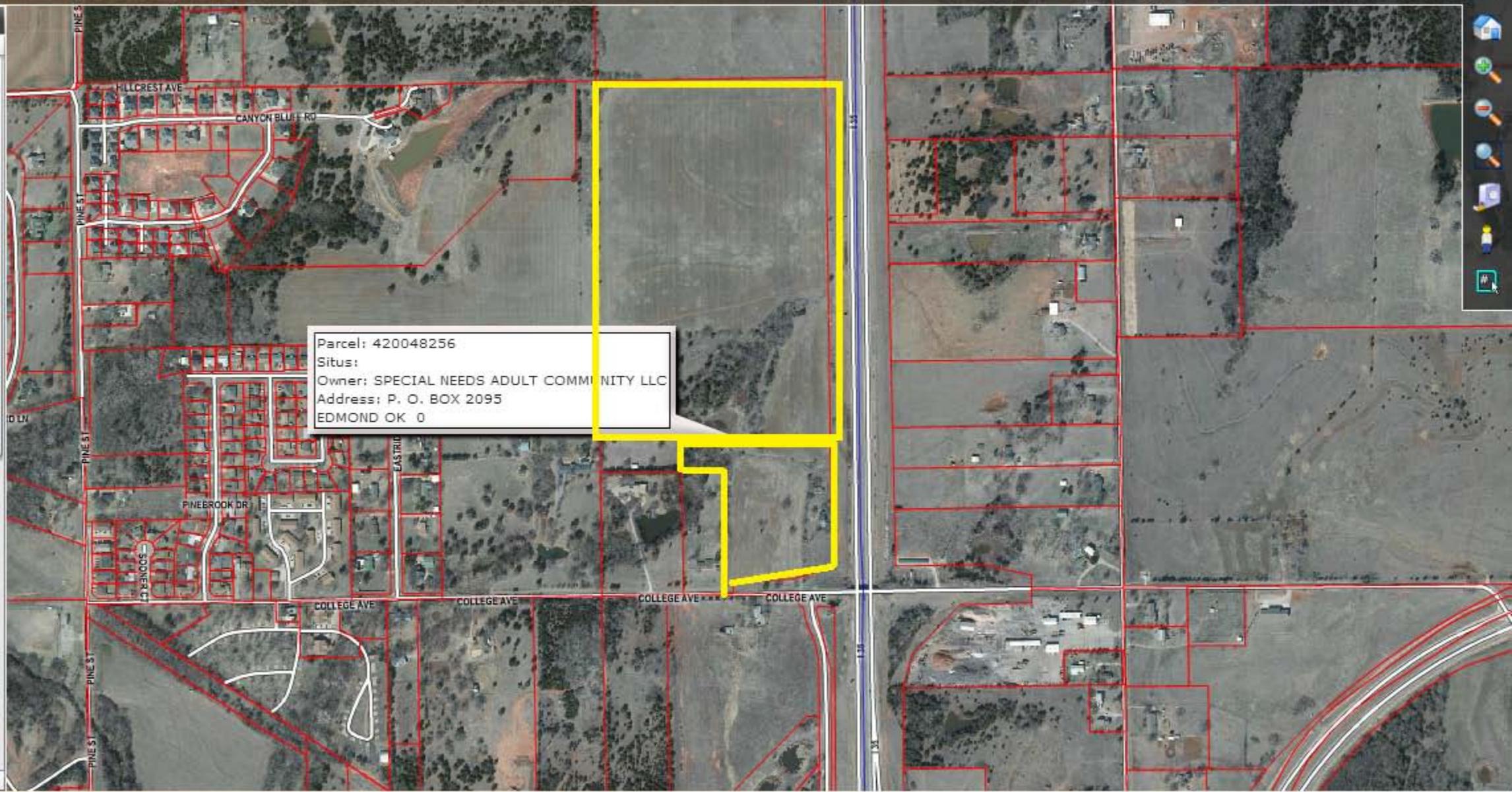
Approved as to form and legality:

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

# City of Guthrie, Oklahoma

Search:

- Home
  - Departments
  - Info
- \* indicates layer is out of range
- AERIALS (2013)
  - AERIALS (2010)
  - STREETS & HIGHWAYS
  - Base Map Data
    - City Labels
    - City Limits
    - County Line
  - Cadastral Data
    - Dilapidated Structures
    - Parcels
  - Subdivisions
    - Subdivisions
  - FEMA Flood Mapping
    - Flood Prone Areas
    - FEMA MAP DOWNLOADS
  - Wards
    - Ward One
    - Ward Two
    - Ward Three
  - Zoning



Parcel: 420048256  
 Situs:  
 Owner: SPECIAL NEEDS ADULT COMMUNITY LLC  
 Address: P. O. BOX 2095  
 EDMOND OK 0



Agenda Item Cover Letter

Meeting: X City Council, Date of Meeting: August 18, 2015, Contact: Cody Mosley, Community & Economic Development Director

Agenda Item

Public hearing, discussion, and possible action on Ordinance No. 3273 amending the zoning ordinance from R-1 to C-3 for the property surrounding 1911 E. Oklahoma Avenue as recommended by the Planning Commission.

Summary

On Thursday August 13, 2015 the Planning Commission met to discussion application 2015-20113057 regarding a request to rezone property surrounding 1911 E. Oklahoma Ave. The request is for a rezoning from R-1 to C-3 (Highway Commercial). The site is neighboring the former Wade's Hardware location which has been used for commercial use previously. The Planning Commission voted to recommend to the Guthrie City Council to approve the rezoning.

Funding Expected: Revenue, Expenditure, Budgeted: Yes, No, Account Number, Amount, Legal Review: N/A, Required, Completed Date: 8/17/2015

Supporting documents attached

- Ordinance No. 3273
Map of Site

Recommendation

Approve the adoption of Ordinance No. 3273.

Action Needed: X Public Hearing, X Motion, Emergency Clause

**ORDINANCE NO. 3273**

**AN ORDINANCE RELATED TO ZONING, AMENDING THE ZONING ORDINANCE OF THE CITY OF GUTHRIE, OKLAHOMA TO INCLUDE THE TERRITORY HEREINAFTER DESCRIBED IN THIS ORDINANCE, SAID TERRITORY BEING LOCATED IN THE COUNTY OF LOGAN, STATE OF OKLAHOMA.**

Whereas, the territory hereinafter described in this ordinance is within the city limits of the City of Guthrie, Oklahoma; and

Whereas, in the judgment and discretion of the City of Guthrie, it will contribute greatly to the benefit of the City of Guthrie for the property described hereinafter to be zoned for commercial use; and

Whereas, the owner of herein described parcels has requested that both parcels be rezoned from R-1 to C-2 to allow for the operation of commercial business.

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

**SECTION 1** The zoning code found in Ordinance No. 2422 of the City of Guthrie is hereby amended to include and there is hereby rezoned by the City of Guthrie from A-1 to C-2 the following described territory 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, described as follows:

Beginning at 3/8" Iron Rod found at the Northwest corner of Lot Eleven (11) in said Block Two (2); thence North 89°40'10" East, along the North line of said Blocks Two (2) then One (1), a distance of 403.75 feet, more or less, to a set 3/8" Iron Rod; thence South 00°19'50" East, a distance of 340.00 feet, more or less, to a set 3/8" Iron Rod on said Right of Way, a distance of 403.75 feet, more or less, to a found 3/8" Iron Rod; thence North 00°19'50" West, along the West line of Lots Thirty-two (32) and Eleven (11), of said Block Two (2), a distance of 340.00 feet, more or less, to the point of beginning. Said described tract of land contains an area of 3.151 Acres, more or less.

And

Beginning at 3/8" Iron Rod found at the Northeast corner of Lot Eight (8) in said Block One (1); Thence S 89°40'10" W, along the North line of said Block One (1), a distance of 256.25 feet, more or less, to a set 3/8" Iron Rod; Thence S 00°19'50" E, a distance of 340.00 feet, more or less, to a 3/8" Iron Rod set on the South Right of Way line of East Harrison Avenue; Thence N 89°40'10" E along the East line of Lots Thirty-Three (33) & Eight

(8), a distance of 340.00 feet, to the Point of Beginning; Said described tract of land contains 2.000 Acres, more or less.

Also Known As:

Oak Park Lots 32-42 Block 2

Oak Park Lots 1-11 Block 2

**ADOPTED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Steven J. Gentling, Mayor

ATTEST: (Seal)

\_\_\_\_\_  
Kim Biggs, City Clerk

Approved as to form and legality:

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

Parcel: 420004433  
Situs:  
Owner: WADE, LAMAR  
Address: 1911 E. OKLAHOMA  
GUTHRIE OK 0



BAKER RD

NOBLE AVE

HIGHWAY 33

OAK PARK

City of Guthrie

SYCAMO

August 18, 2015

42

City of Guthrie - (405) 282-0492

A/P Claims List

from 7/30/2015 to 7/30/2015

Invoice #	Vendor	Description	Account	Cost
03-2798	MESO(126)	Drug and Alcohol Testing	01-01-00-6031	\$900.00
2035446	OKLA EMPLOYMENT SECURITY	2nd Quarter Unemployment Benefits	01-01-00-6040	\$2,548.12
005949	ADVANCE DOOR	REPAIR CITY HALL FRONT DOOR	01-01-00-6112	\$203.00
2035444	ACOG (530)	Annual Dues Assessment	01-01-00-6350	\$7,288.00
1006	NORPS, LLC	IT Assessment	01-01-00-6373	\$3,500.00
2157	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$190.00
2217	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$70.00
2218	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$150.00
2219	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$90.00
2220	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$60.00
2221	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$110.00
2222	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$120.00
2223	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$90.00
2224	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$180.00
2225	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$120.00
2226	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$80.00
2227	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$260.00
2228	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$200.00
2229	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$160.00
2230	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$140.00
2231	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$100.00
2232	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$60.00
2233	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$80.00
2234	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$80.00
2235	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$90.00
2236	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$80.00
2237	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-05-51-6353	\$50.00
2035428	MICHAEL JOHNS 22895	MEAL REIMBURSEMENT	01-07-70-6343	\$38.00
2035442	FIRST CAPITAL TROLLEY(20238)	Historic Trolley Tour	01-08-80-6123	\$100.00
2035271	OKLA TAX COMMISSION(438)	Oklahoma Sales Tax for Liberty Lake	01-15-11-6300	\$29.40
		<b>Total GENERAL FUND</b>		<b>\$17,166.52</b>
000810	GHM ENTERPRISES (1097)	FD Laundry	09-09-92-6310	\$12.00
JULY2015	INTERMEDIX (22025)	EMS BILLING	09-09-92-6373	\$4,395.95
		<b>Total FIRE/EMS FUND</b>		<b>\$4,407.95</b>
CMJULY2015	WASTE CONNECTIONS, INC		20-00-00-5466	(\$250.00)
2251	HURLEY PLUMBING 267	PLUMBING REPAIRS AT THE LAKE HOUSE	20-21-00-6112	\$127.50
1528890	WASTE CONNECTIONS, INC	Sanitation Service Agreement with Waste	20-21-00-6348	\$73,404.12
2026675	MYERS ENGINEERING	TASK ORDER 64 PEER REVIEW FOR	20-21-00-6373	\$7,317.50
102274	SOUTHWEST CHEMICAL (20977)	WATER TREATMENT CHEMICALS	20-23-00-6104	\$1,449.50
102386	SOUTHWEST CHEMICAL (20977)	WATER TREATMENT CHEMICALS	20-23-00-6104	\$11,205.60
102394	SOUTHWEST CHEMICAL (20977)	WATER TREATMENT CHEMICALS	20-23-00-6104	\$1,256.25
1528890	WASTE CONNECTIONS, INC	Sanitation Service Agreement with Waste	20-26-00-6375	\$3,949.68
		<b>Total GPWA OPERATING FUND</b>		<b>\$98,460.15</b>
997	LAZY E ARENA	Permanent Signage Sponsorship	45-45-00-6367	\$5,000.00
		<b>Total HOTEL/MOTEL TAX FUND</b>		<b>\$5,000.00</b>
1564384	SUNTRUST EQUIPMENT	STREETS DUMP TRUCK QUARTLY	54-56-12-6708	\$7,116.70
AUG2015	COMMUNITY STATE BANK	FRONT END LOADER MONTHLY PAYMENT	54-56-12-6718	\$2,687.83
		<b>Total CAPITAL PROJECTS</b>		<b>\$9,804.53</b>

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

**A/P Claims List**

from 7/30/2015 to 7/30/2015

Invoice #	Vendor	Description	Account	Cost
02-020481-026	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$4.48
02-021890-015	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$18.19
05-051920-005	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$5.34
06-061170-006	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$2.68
12-120040-010	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$57.32
12-121380-008	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$6.25
12-121490-003	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$20.36
17-171040-001	UTILTIY DEPOSIT REFUND		71-00-00-5555	\$75.45
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$190.07</b>
		<b>Total All Funds</b>		<b>\$135,029.22</b>