



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

CITY COUNCIL MEETING

63rd City Council
Tuesday, November 3, 2015, 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 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 October 20, 2015 1
B. Consider approval of minutes of the Regular City Council Meeting held on October 20, 2015..... 2
C. Consider approval of Oklahoma Tax Commission Agreement for Administration of the Sales and Use Tax. 6
D. Consider approval to award bids for the construction of a pilots' lounge at Guthrie-Edmond Regional Airport and allow the Mayor to execute the contract21
E. Consider approval to award Bid No. 2015-07, Demolition Services and Debris Removal, to the low bid of \$9,050.00 to Midwest Wrecking, Oklahoma City for the demolition and removal of 514 S. 4th St. and 508 S. 4th St., and authorize staff to execute a contract26
4. Public hearing, discussion and possible action concerning variance request to allow an all-metal accessory building at 6909 Chris Madsen Road.....28
5. Public hearing, discussion and possible action concerning variance request to allow an all-metal accessory building at 5311 Meadowlake Drive.....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 (Logan County Rural Water District No. 1)
9. Consider action regarding Logan County Rural Water District No. 1
10. Adjournment.

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Tuesday, November 3, 2015 at 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 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 October 20, 201543

3. Adjournment.

MINUTES
CITY COUNCIL MEETING
Council Workshop
October 20, 2015

The special meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Friday, October 16, 2015, before 5:00 p.m. and held Tuesday, October 20, 2015, in the Guthrie City Hall 3rd 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
	Ed Wood	Brian Bothroyd	Sharyl Padgett

Members Absent: Jeff Taylor

Staff Present:	Bruce Johnson	Randel Shadid	Jim Ahlgren
	Maxine Pruitt	Cyndi O	Don Sweger
	Andrea Post	Eric Harlow	

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

Public Comments. Joe Craven asked about city policy regarding employee fuel use, offered to supply information on Compressed Natural Gas vehicles, and asked about developing a more specific ordinance regarding noise violations.

Council Member Jeff Taylor joined the meeting at 6:02 p.m.

Fire/EMS Department annual update. Chief Eric Harlow presented the City Council an update on the Fire/EMS Department regarding service area, personnel number, structure, and certifications, 2014 call statistics, number and status of vehicles and equipment, ISO rating, and potential future equipment and infrastructure needs.

Adjournment. There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 6:30 p.m.

Kim Biggs, City Clerk

Steven J. Gentling, Mayor

MINUTES
CITY COUNCIL MEETING
October 20, 2015

The regular meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Friday, October 16, 2015, before 5:00 p.m. and held Tuesday, October 20, 2015, in the Guthrie City Hall Council Chambers.

Pledge of Allegiance was led by Chairman Steven Gentling.

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

Mayor Steven J. Gentling called the meeting to order at 7:02 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
	Maxine Pruitt	Don Sweger	Eric Harlow
	Cody Mosley	Jim Ahlgren	Cyndi O

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

Public Comments, Community Announcements and Recognition. None.

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

- A. Consider approval of minutes of the Regular City Council Meeting held on October 6, 2015.
- B. Consider approval to deny Tort Claim No. 201138-ME as recommended by the Oklahoma Municipal Assurance Group (OMAG).

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.

Appointment of three (3) members to the Convention and Visitor Board (CVB) for three year terms. Mayor Gentling nominated H.C. Patel, Dan Newton, and Justin Fortney. Council Member Padgett nominated Cathie Cordis. Vice Mayor J. Wood nominated Van French. Council

Member Bothroyd nominated Michael Machtolff. Each vacancy will be considered as a separate motion.

Motion by Council Member Padgett, seconded by Council Member Thomas, moved approval of appointing Cathie Cordis to the CVB. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion carried with six (6) ayes and one (1) nay.

Motion by Vice Mayor J. Wood, seconded by Council Member E. Wood, moved approval of appointing Van French to the CVB. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion failed with two (2) ayes and five (5) nays.

Motion by Mayor Gentling, seconded by Council Member Thomas, moved approval of appointing Justin Fortney to the CVB. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion carried with six (6) ayes and one (1) nay.

Motion by Mayor Gentling, seconded by Council Member Thomas, moved approval of appointing Dan Newton to the CVB. 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.

Ordinance No. 3275. Motion by Council Member E. Wood, seconded by Council Member Taylor, moved approval of Ordinance No. 3275, adding Title 47, State Motor Vehicle Code, to Chapter 20, Article 22, Section 20-501 of the Guthrie Code of Ordinances. 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.

Emergency Clause. Motion by Council Member Thomas, seconded by Council Member E. Wood, moved approval of Section 4 of Ordinance No. 3275 declaring an emergency and the immediate passage of this Ordinance. 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.

Ordinance No. 3276. Motion by Vice Mayor J. Wood, seconded by Council Member Bothroyd, moves approval of Ordinance No. 3276, amending Ordinance No. 3239, Stabilization Fund Balance Policy for the General Fund. 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: The City of Guthrie may be looking at a future relationship with providing emergency medical services to Crescent and the surrounding area. We will keep the Council updated as we move forward in these discussions and bring forward any agreements or budget amendments that may be necessary.

Requests/Comments from Members of the City Council: Thanked Chief Harlow for his presentation. Reminded the community about the holiday season, please remember the organizations in our community that help those in need, specifically, God's Food Bank. Thanked staff for quickly addressing the new traffic laws that go into effect November 1, 2015, and both stabilization fund policies.

Recess. Mayor Gentling recessed the Guthrie City Council meeting at 7:25 p.m.

Reconvene. Mayor Gentling reconvened the Guthrie City Council Meeting at 7:29 p.m.

Executive Session. Motion by Council Member Taylor, seconded by Council Member Bothroyd, 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 the City Council and its Attorney concerning a pending investigation or claim (Logan County Rural Water District No. 1).

- B. 307 (B)(4), for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Initiative Petition).

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 at 7:30 p.m. Attending Executive Session were Mayor Gentling, Vice Mayor J. Wood, Council Members Thomas, Taylor, Padgett, E. Wood, and Bothroyd, City Manager Johnson, City Attorney Shadid, and Attorney Jim Milton and Assistant Bryan Nowlin.

Reconvene. Mayor Gentling reconvened the Guthrie City Council Meeting at 8:35 p.m. and stated no action was taken in Executive Session.

Consideration of action regarding Logan County Rural Water District No. 1. No action was taken.

Consideration of action regarding Initiative Petition. No action was taken.

Adjournment. There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 8:36 p.m.

Kim Biggs, City Clerk

Steven J. Gentling, Mayor



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

November 3, 2015

Contact

Kim Biggs,
City Clerk/Treasurer

Agenda Item

Consider approval of Oklahoma Tax Commission Agreement for Administration of the Sales and Use Tax.

Summary

The proposed Agreement is the result of numerous discussions between the Oklahoma Municipal League Liaison Board and the Oklahoma Tax Commission and both parties have agreed to the terms. The new agreement, once executed, will replace the separate sales and use tax agreements currently in effect. The new Agreement, after one year, shall renew without action of the parties for additional terms of one year provided that the current rate has not been changed and neither party has given written notice of its intent to terminate the Agreement. The retention fee has been set at 0.5%.

Funding Expected Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number Amount
Legal Review N/A X Required Completed Date: 10-29-15

Supporting documents attached

- Agreement for Administration of the Sales and Use Tax Ordinances of the City of Guthrie

Recommendation

Approve the Agreement for Administration of the Sales and Use Tax Ordinances of the City of Guthrie.

Action Needed Public Hearing X Motion Emergency Clause

AGREEMENT FOR ADMINISTRATION
OF THE SALES AND USE TAX ORDINANCES
OF THE CITY/TOWN AND AN AGREEMENT TO ENGAGE IN COMPLIANCE
ACTIVITIES BY THE CITY/TOWN OF
GUTHRIE

3rd November, 2015

THIS AGREEMENT is entered into this ___ day of _____, ___ pursuant to the provisions of Sections 2701 et seq. of Title 68 of the Oklahoma Statutes, between the Oklahoma Tax Commission, hereinafter referred to as "Commission," and the City/Town of Guthrie, Oklahoma, hereinafter referred to as "Municipality," for the administration of effective sales and use tax ordinances on file with the Commission hereinafter referred to as "Ordinances," levying a municipal sales or use tax of three percent (3%) upon sales within or outside of the Municipality and to authorize Municipality to engage in compliance activities as hereinafter defined.

1. This Agreement is based upon the Ordinances for the collection of sales and uses taxes by the Municipality, certified copies of which are attached hereto and made a part hereof. The Municipality may, at any time and from time to time, amend or repeal the Ordinances and, to the extent that the Municipality amends or repeals the Ordinances, the Municipality shall promptly provide the Commission with a certified copy of the ordinance effecting such amendment or such repeal.

An increase or a decrease in the municipal sales or use tax rate shall become effective only on the first day of a calendar quarter. Provided, however, the sales and use tax rates levied by the Municipality if the Municipality levies both a sales and use tax, must be identical. The Municipality shall notify the Commission of an increase or a decrease at least seventy-five (75) days prior to the close of the current calendar quarter and shall provide the Commission with a certified copy of the ordinance affecting such increase or such decrease.

2. A. The Commission shall administer and shall enforce the Ordinances and shall collect the municipal sales and use tax, and the interest and penalties with respect thereto as provided in the Ordinances except as provided, in paragraph 16 below. It is recognized and acknowledged that:

(a) the Ordinances levy municipal sales tax upon all sales within the Municipality as authorized by Section 2701 of Title 68 of the Oklahoma Statutes; and

(b) the term "sale" as used in the Ordinances has the same meaning as the term "sale" has in the Oklahoma Sales Tax Code; and

(c) the Ordinances levy municipal use tax upon all transactions within or without the Municipality as authorized by Section 1411 of Title 68 of the Oklahoma Statutes; and

(d) the term "use" as used in the Ordinances have the same

meaning as the term "use" has in the Oklahoma Use Tax Code; and

(e) the permits for sales and use tax issued by the Commission shall be the sales and use tax permits used by the municipality for the enforcement and collection of sales and use taxes within and without the municipality and said permits, as issued by the Commission, shall include the zip code plus the four digit location code commonly called the zip plus 4, when available.

To facilitate such administration, such collection and such enforcement of local taxes, the Commission shall designate a Local Tax Coordinator of the Commission who shall be generally responsible for matters related to the collection of local taxes and, with respect to such matters, shall directly advise the Administrator of the Commission. The duties which may be performed by the Local Tax Coordinator and/or other employees of the Commission under his or her supervision, shall include, without limitation,

- B. (a) acting as liaison between the Commission and municipalities with respect to the administration, the collection and the enforcement of local taxes,
- (b) addressing concerns of the Commission and/or taxpayers with respect to the administration, the collection and the enforcement of municipal taxes by municipalities,
- (c) consulting with municipalities concerns and trends with respect to local taxes,
- (d) coordinating collection and enforcement actions by the Commission and municipalities with respect to local taxes,
- (e) coordinating the provision by the Commission to municipalities of information and
- (f) providing educational and other support to municipalities in their collection and enforcement efforts.

In making decisions with respect to the administration of local taxes, the Commission will consider the view expressed by the Municipality.

The Municipality shall not request that the Local Tax Coordinator perform any duties which are the sole responsibility of the Municipality.

3. The method of computing sales tax to be used by vendors in collecting both state and municipal sales tax is prescribed in Section 1362 of the Oklahoma Sales Tax Code. The method of computing use tax to be used by vendors in collecting both state and municipal use tax is prescribed in Section 1401 of the Oklahoma Use Tax Code.

4. The discount (deduction) allowed to vendors in Section 1367.1 of the Oklahoma Sales Tax Code shall be applicable to both state and local sales tax remittances. Monetary allowances provided for in 68 O.S. § 1354.31 shall also be applicable to both state and local sales tax remittances. The discount (deduction) allowed to vendors in Section 1410.1 of the Oklahoma Use Tax Code shall be applicable to both state and local use tax remittances. Monetary allowances provided for in 68 O.S. § 1354.31 shall also be applicable to both state

and local use tax remittances.

5. The Commission shall retain, as its sole compensation for its services rendered hereunder, an amount not to exceed one-half of one percent (0.5%) of the municipal sales or use taxes collected for services rendered in connection with such collections and the interest and penalties with respect thereto, collected by the Commission hereunder. The applicable percentage is set forth in Exhibit A as incorporated herein.

6. Except as otherwise provided herein, the Commission shall give no preference in applying an amount received for state, municipal and county sales or use taxes owed by a taxpayer to the extent that such amount is less than the aggregate state, municipal and county sales or use tax liability of the taxpayer. Any such amount shall be applied pro rata to the satisfaction of the claims of the Commission, the claims of the Municipality and the claims of other municipalities and counties based on the portions of the aggregate state, municipal and county sales or use tax liability of the taxpayer represented by their respective claims.

7. The municipal sales or use tax received and collected by the Commission pursuant to this Agreement shall be deposited in the State Treasury as required by law. The Commission shall use its best efforts to cause to be paid to the Municipality no later than the tenth day of each calendar month all municipal sales and use tax, and the interest and the penalties with respect thereto, received and collected by the Commission during the immediately preceding calendar month, less any amount withheld by the Commission under Paragraph 5 and less any amounts deducted by the Commission in connection with refunds hereunder.

8. The Commission shall require reports of municipal sales and use tax from vendors, shall maintain records of reports, receipts and collections from vendors. The Commission shall maintain the records in such a manner that the amount due the Municipality each month by a vendor can be determined by the Commission and can be provided to the Municipality. The requirement for the Commission to maintain its records in a verifiable form is intended to require the Commission to maintain its records in a form capable of producing reports that can be electronically downloaded into, at a minimum, an excel spreadsheet or its equivalent; the Commission will use a form which is capable of being understood by a person reviewing such records. The Commission shall make available to the Municipality a monthly statement of the municipal sales and use tax, and interest and penalties with respect thereto, received and collected by the Commission during the immediately preceding calendar month, the amounts, if any, refunded by the Commission to taxpayers during the immediately preceding calendar month and the amount withheld by the Commission under Paragraph 5. The Commission shall allow an annual review of the Commission's expenditures associated with the collection and enforcement of municipal sales and use taxes.

9. In the event a vendor remits sales or use taxes due but fails to submit city attachments, or submits a report from which the sales or use tax due Municipality cannot be determined, the Commission will allocate to Municipality such sales or use tax received pro rata based on the vendor's percentage allocation for the most recent report filed or, if no report has been filed, according to the best information available to the Commission. Such amount, and any interest and penalty as provided in Section 217 of Title 68 of the Oklahoma Statutes with respect thereto, shall be paid to the Municipality in accordance with Paragraph 7. Interest will begin as of the date the vendor remittance is deposited to the State Treasury.

10. The Municipality acknowledges that the Commission is responsible for making

refunds to taxpayers of municipal sales and use taxes previously collected by the Commission on behalf of the Municipality. The term "refunds" as used herein shall include payments made pursuant to filed claim for refund(s) or amended return(s) approved by the Commission. The Commission's determination of any taxpayer's liability for sales and use taxes shall be binding as between the Municipality and the taxpayer.

Any refund of municipal sales and use tax previously paid by the Commission to the Municipality shall be paid from subsequent collections of the municipal sales and use tax. Such refund shall be deducted from the collections payable by the Commission to the Municipality, in the immediately following calendar month following the notice requirements set out in paragraph eleven (11).

11. The Commission shall provide notice to the Municipality via the OKTap user Account to municipalities so that a municipality may view all the requests for refunds that have been filed, processed and recommended approval. All claims for refund shall be documented as outlined in OAC 710:65-11-1 upon discovery of a remittance error by the vendor. Commission, through the Local Tax Coordinator, will notify Municipality at such time the Commission determines the final amount to be refunded pursuant to a claim or remittance error. The Commission shall make available to a municipality, upon request, copies of the claims processed and recommended for approval in the amount of two thousand dollars (\$2000.00) or more and related supporting documents prior to the claim being considered for approval by the Commission. The Commission shall post the requested claim documents on the municipality's OKTap user account to comply with this requirement. Municipality agrees that any amount contained in the notice given pursuant to this section will be considered as advisory only until such time as a final determination has been made by the Commission. Any municipal sales or use tax, and/or any interest and penalties with respect thereto, paid under protest by a taxpayer to the Commission during the immediately preceding calendar month shall be paid by the Commission to the Municipality as part of the payment being made by the Commission to the Municipality. If the protested municipal sales or use tax, interest or penalties are required to be refunded, such amount and any interest required to be paid thereon will be paid out of subsequent collections by the Commission.

The municipality may request by a blanket advisement to the Commission that it be notified of any hearing wherein the Commission hears a claim for refund of a protest of an assessment. If an affected municipality shall have requested such notice in writing, the Commission shall, at the same time the parties are notified of the scheduled hearing, provide written notice of the hearing date and time via electronic mail, e-mail, or mail through the United States Postal Service to the municipality affected.

12. In the event a municipality is notified as required and set out in paragraph 11, above, that it has been paid sales or use tax funds that should have been paid to another municipality, the Tax Commission shall adhere to repayment provisions of the provisions of paragraph 10.

13. The Commission shall provide to the Municipality a full and complete list of the names and the addresses of the persons and the entities which or who report doing business within the boundary of the Municipality during the preceding calendar year via the OKTap user Account. In addition the Commission shall via OKTap provide the following:

A. additions to, and deletions from, the full and complete list of the names and the addresses of persons and entities which or who report doing business during the

preceding calendar year within the boundary of the Municipality;

B. a full and complete list of the persons and the entities specified in paragraph 12(a) which or who are more than sixty (60) days delinquent in filing and/or remitting municipal sales and use taxes pursuant to the Ordinances; and

C. a full and complete, list of all persons and all entities paying municipal sales and use tax under the Ordinances, and/or interest and penalties with respect thereto, and the amount of such remittances.

D. the number of audits completed and assessments determined by the Commission with respect to municipal sales and use taxes, and/or interest and penalties with respect thereto, under the Ordinances during the preceding calendar year; and

Commission also agrees to provide Municipality reports in addition to those outlined above under the following terms:

A. The report is requested in writing or via e-mail, outlining the information required and regularity of the report.

B. The report complies with all terms and statutes outlined within this agreement.

C. The information requested is available to the Commission.

D. Commission will be provided a minimum of thirty (30) days to compile new requests unless otherwise agreed.

E. Commission shall provide the requested report(s) within ninety (90) days unless otherwise agreed.

14. The Commission shall monitor the administration, the collection and the enforcement of municipal sales and use taxes, and/or interest and penalties with respect thereto, under the Ordinances. The Commission shall provide the Municipality such information as may be requested by the Municipality with respect to any protest or any refund of municipal sales or use taxes levied by the Municipality. The Municipality shall also be entitled to consult with the Commission's legal staff about protests and refunds and, to the extent that a protest or a refund involves one or more hearings, the Municipality shall, through legal counsel or other designated staff employed by the Municipality, be entitled to be present and observe such hearing(s); provided, however, the administrative law judge or the Commission may limit the number of counsel or other designated staff, if any, who may be present to the extent necessary to permit the hearing to be conducted in an orderly fashion and without undue trepidation on the part of the taxpayer.

To the extent that such documents and/or such information relates to municipal sales or use taxes, and/or interest and penalties with respect thereto, and is requested, at any time and from time to time by the Municipality, the Commission shall promptly provide to the Municipality (a) copies of applications for sales tax permits, (b) copies of sales or use tax reports, (c) copies of installment or other payment plans, if any, with taxpayers and (d) other documents and other information.

The Commission shall promptly notify the Municipality of any conduct which the Commission believes might be the basis for a criminal prosecution by the Municipality under the Ordinances and shall provide to the Municipality all of the documents and the information in the possession of the Commission with respect thereto, including, without limitation, the names of employees of the Commission who might be witnesses with respect thereto.

The Municipality acknowledges that Section 205 of Title 68 of the Oklahoma Statutes, which makes the records and the files of the Commission confidential (subject to specified exceptions) and which prohibits disclosure of such records and such files (subject to specified exceptions), includes the Commission's records and files with respect to the receipt and the collection of municipal sales and use tax. Nothing contained herein is intended to require the Commission to disclose to the Municipality any information whose disclosure to the Municipality is prohibited by Section 205.

The Commission acknowledges that (a) Section 205(c)(7) of Title 68 of the Oklahoma Statutes permits the Commission to furnish information disclosed by the records and the files of the Commission to an official person or body of this state who is concerned with the administration or the assessment of certain taxes, such as the Municipality, (b) Section 205(c)(22) of Title 68 permits the disclosure to the governing body or municipal attorney, if so designated by the governing body, of information directly involved in the resolution of issues arising out of the enforcement of a municipal sales and use tax ordinance, such as the Ordinances, pursuant to a municipal tax collection agreement, such as this Agreement, and (c) Section 22-107 of Title 11 of the Oklahoma Statutes and Section 205.1 of Title 68 of the Oklahoma Statutes permits the Commission to release specified information to municipalities.

The Municipality acknowledges that Section 205 of Title 68 of the Oklahoma Statutes may prevent the disclosure by the Municipality and persons associated with the Municipality of information which is provided by the Commission to the Municipality and that improper disclosure by the Municipality or any such person of such Information may result in civil and criminal liability. The Municipality shall comply with the restrictions imposed by Section 205.

15. The Commission has the authority to enter into an installment or other payment agreement with any taxpayer, including a taxpayer prosecuted under a municipal sales or use tax ordinance, for state and local taxes owed by the taxpayer. Commission will, through its use of a pay plan in order to keep a delinquent business open, collect the liability as quickly as possible by requiring a significant down payment and completion of the pay plan in as short a period as possible. The Municipality shall be entitled to consult with the Commission's legal staff about an installment or other payment agreement prior to negotiation of such an agreement. The installment or other payment agreement shall be void if the taxpayer becomes delinquent in future tax liability or payment under the agreement becomes delinquent. The Commission shall furnish a list of all sales and use taxpayers which have entered into agreements with the Commission on a monthly basis along with the terms, conditions and status of each such installment or payment agreement.

16. In the event of termination of this Agreement, the Commission will cause to be paid over to the Municipality, all municipal sales and use tax funds in its possession then due and payable under this Agreement. The Municipality shall thereafter be liable for and shall pay any refunds of municipal sales or use tax required by law to be made, including refunds of municipal sales or use tax, penalty and interest paid under protest that must be refunded and any interest required thereon. After such termination, the Commission's liability shall extend only to the amount of such funds being held by it. The Municipality agrees to pay any interest

required by law to be paid on such refunds.

17. The Commission shall have the authority to assess and to collect, on behalf of the Municipality, the municipal sales and use taxes levied by the Ordinances, and the interest and the penalties with respect thereto, including, without limitation, any municipal sales or use tax, interest and/or penalty existing on the date hereof except as provide in paragraph 18 below.

The Municipality agrees to refrain from contacting directly persons or entities doing business within the boundary of the Municipality subject to the requirements of paragraph 19. Municipality does have the inherent authority to contact vendors within and without the municipality concerning the vendor's alleged violation of municipal ordinances prior to the initiation of criminal prosecution.

The Municipality may inquire of the Commission into the compliance of persons and entities with the Ordinances and, to the extent that the Municipality determines that any person or any entity has not complied with the Ordinances, the Municipality may request the Commission to issue a proposed assessment against such person or such entity. To the extent that the Commission receives any such request, the Commission shall review such request within 45 days. If, after said review, Commission believes that such request presents a basis for a proposed assessment, Commission shall issue a proposed assessment. Any such proposed assessment shall be resolved as provided in Sections 201 et seq. of Title 68 and the procedural rules promulgated by the Commission.

The Municipality may, at the option of the Municipality, request the Commission to initiate a show cause proceeding against a person or an entity which the Municipality believes, in good faith, not to be in compliance with the Ordinances or any provision thereof. To the extent that the Commission receives any such request, the Commission shall review such request within 45 days. If after said review, Commission believes that such request presents a basis for a show cause proceeding, Commission shall initiate a show cause proceeding. Such show cause proceeding shall be conducted as provided in the procedural rules promulgated by the Commission.

The Commission and the Municipality acknowledge the mutual interest of the Commission and the Municipality in maximizing compliance with the Ordinances and the collection of local taxes thereunder. The Municipality may, at any time and from time to time, either alone or in conjunction with other municipalities, submit a written proposal for collection and enforcement activities for consideration by the Commission; provided, however, it is expressly understood that any such written proposal must provide for coordination with the collection and enforcement activities of the Commission, provide for the use of the then applicable audit standards of the Commission and otherwise be in form and in substance to the Commission. In the event that Municipality's proposal is accepted by Commission, Municipality will be authorized to conduct the activities included in such proposal on behalf of Commission and no other action will be authorized by the Commission by a municipality or municipalities not included in the accepted proposal.

Provided further that upon the request of the municipality, either alone or in conjunction with other municipalities, the Commission shall enter into contractual agreements with the municipality or group of municipalities whereby the municipality or group of municipalities are authorized to implement or augment the Commission's enforcement through a contract with a private auditor(s) or audit firm(s) of the municipal tax. The auditor(s) or audit firm(s) shall first be approved by the Commission and once approved shall be appointed as an agent of the

Oklahoma Tax Commission for purposes of the audit. Contracts with a private auditor or audit firm are not subject to the limitations of Section 262 of title 68 of the Oklahoma Statutes, and the parties, the municipality, private auditor or audit firm and the Commission, are authorized to exchange necessary information to effectively perform the contracted audit. The municipality, its officers and employees and the private auditors or audit firms may receive all information necessary to perform the audit and shall preserve the confidentiality of such information as required by Section 205, title 68, of the Oklahoma Statutes, including the penalties set out therein. The Commission shall be furnished the audit results and all relevant supporting documentation. The municipalities shall pay for the private auditor(s) or audit firm(s) by deduction from the tax assessment resulting from said audit unless another method of payment is set out in the contract with the private auditor or audit firm. Any municipal sales and use tax funds recovered as a result of the use by the municipality of a private auditor or audit firm shall not be subject to the retention calculated by the Commission as provided in Paragraph 5 of this agreement, in addition the Commission shall pay to the municipality any retainage that the Commission shall be entitled to for collection of county sales and use tax and shall pay to the municipality the state's pro rata share of the expenses of the auditor. Provided further, the Commission shall have no obligation to any municipality that does not participate in an audit conducted under subsection D of Section 2702 of Title 68 of the Oklahoma Statutes or an audit conducted pursuant to this section.

Notice of a proposed independent audit shall be provided to the municipality and the municipality shall within 30 days provide acceptance or rejection of participation in the audit. Failure to act within the 30 day time period shall mean that the municipality shall not be included in the audit. Failure to act with respect to a particular independent audit within the 30 day time period shall relieve the Commission of its obligation to audit on behalf of the municipality with respect to that particular audit.

18. The Commission acknowledges the need for municipalities to have input into rulings made by the Commission regarding requests for waivers of penalties and interest assessed on municipal sales and use taxes. Therefore, the Commission agrees to provide municipalities with the opportunity to make recommendations regarding such waiver requests. Such notification shall not include waiver requests received by the Commission through its Voluntary Disclosure Agreement Program.

The Account Maintenance Division or the General Counsel's Office of the Commission will notify municipalities at least two weeks prior to submission of a waiver request to the Commission. The notification will apply to all waiver requests for penalties and interest that was assessed on state and local sales and use taxes in excess of Two Thousand Dollars (\$2,000.00). Any recommendation made by the municipality will be presented to the Commission at the time of consideration of the request. If the municipality fails to make a recommendation in the time allotted, the Division will present the request to the Commission without a municipal recommendation. The Division will notify the municipality of the Commission decision.

19. A City/town may commence compliance activities under the following conditions:

A. The following words and terms, when used in this Agreement, shall have the following meaning, unless the context clearly indicates otherwise:

1. "Agent" means an employee of the Municipality or person or entity acting under contract with the Municipality and certified by the Commission as an agent

for the purpose of compliance activities as set out in this agreement except for municipal criminal prosecution.

2. "Compliance activities" means all actions to assist or induce a delinquent seller to comply with applicable laws, rules and regulations, to accurately and timely collect, source, report and remit sales and use taxes within the municipality's jurisdiction and shall include:

a. The identification of and reporting to the Tax Commission any unregistered sellers making sales sourced to the municipality under the laws of this state. "Unregistered seller" shall mean any delinquent seller which has failed to apply for a sales or use tax permit with the Tax Commission. Provided, the term shall not include any out-of-state seller that does not have a legal requirement to register with the state;

b. The prosecution of any criminal violations of a municipal ordinance related to the payment of sales or use taxes. "Prosecution" shall mean the initiation of legal proceedings by the filing of a complaint in a municipal criminal court of record pursuant to Section 28-113 of Title 11 or by the filing of a complaint in a municipal court not of record pursuant to the provisions of Section 27-115 of Title 11; and

c. Any additional compliance activities that may be performed by the agent of the municipality on accounts of delinquent sellers that were assigned to the agent at the request of the municipality that do not result in a duplication of compliance activities.

Compliance activities **shall not include** the following activities, over which the Tax Commission shall have sole authority:

- a. Registering new taxpayer accounts,
- b. Issuing and administering taxpayer permits,
- c. Receiving returns,
- d. Receiving remittances of sales and use taxes,
- e. Issuing assessments,
- f. Conducting hearings under Section 212 of Title 68,
- g. Developing pay plans in consultation with the municipality as provided in the Agreement for Administration of the Sales and Use Tax Ordinances,
- h. Revoking permits,
- i. Taking legal action to close a business,
- j. Issuing refunds and credits,
- k. Managing audits, and
- l. Determination of taxability of sales transactions.

3. "Delinquent seller" means any person making sales of tangible personal property or services in this state, the gross receipts or gross proceeds from which are taxed by law and fails to obtain a permit, file a sales tax return as required by law, or is delinquent in whole or in part in the collection and remittance of sales or use taxes.

4. "Enhanced collections" means any remittance of past due or unpaid state sales or use taxes, including penalty and interest, obtained from a delinquent seller that was not registered, underreported, failed to report or remit, failed to comply with a payment plan, or arising from liens filed by the Tax Commission following documented compliance activity of a municipality or person or entity acting under contract with such municipality.

B. Municipality elects to engage in the compliance activities designated by notice to the Commission; provided that Municipality may change its designation upon timely notice.

C. This Agreement shall include appointment of persons or entities approved by the Commission conducting compliance activities on behalf of Municipality as agents of the Commission. No appointment shall be necessary or required for Municipality to engage in prosecution of any criminal violations of its ordinance related to the payment of sales or use taxes.

All persons, including municipal employees and employees of entities acting under contract with a municipality, that will be performing compliance activities for Municipality must meet minimum qualifications provided herein and undergo training provided by the Tax Commission. The minimum qualifications shall consist of a bachelor's degree; or an equivalent combination of education and experience, substituting one year of experience in business management, tax revenue, credit collections, or investigative work for each year of the required degree. Provided, the minimum qualifications provided herein shall not apply to employees of municipalities seeking appointment as an agent if the municipality has a population less than 25,000.

Contracts with a private auditor or audit firm are not subject to the limitations of Section 262 of title 68 of the Oklahoma Statutes, and the parties, the municipality, private auditor or audit firm and the Commission, are authorized to exchange necessary information to effectively perform the contracted audit. The municipality, its officers and employees and the private auditors or audit firms may receive all information necessary to perform the audit and shall preserve the confidentiality of such information as required by Section 205, title 68, of the Oklahoma Statutes, including the penalties set out therein.

With the execution of this Agreement, Municipality shall provide the names of all persons, including employees of Municipality, who will be performing compliance activities on behalf of Municipality. The Commission shall issue letters of appointment for all persons who meet or are exempt from the minimum requirements.

Municipality agrees to notify the Commission when additional persons are added by Municipality to conduct compliance activities on behalf of Municipality. Municipality further agrees to immediately notify the Commission of the termination of employment or cancellation of contract of any person appointed as an agent for the purposes of conducting compliance activities.

D. The Commission shall provide to Municipality and agents appointed by the Commission to perform compliance activities all information necessary to perform compliance activities. Municipality and agent shall preserve the confidentiality of the information as required by Section 205 of Title 68 of the Oklahoma Statutes. Failure to comply with the statutory confidentiality requirements shall result in immediate

withdrawal of appointment of any person to perform compliance activities and may result in civil and criminal liability.

Nothing herein shall limit Municipality's use of information provided by the Commission in prosecution of violations of Municipality's tax ordinances.

E. As provided in Section 2702(E)(3) of Title 68, the Tax Commission shall reimburse a municipality performing any of the compliance activities defined above as follows:

1. The Tax Commission shall pay to the municipality an amount equal to three-fourths of one percent ($\frac{3}{4}$ of 1%) of enhanced collections from any unregistered seller identified and reported to the Commission by a municipality for any sales made during the period the seller was unregistered with the Tax Commission;
2. The Tax Commission shall not retain any fee and refund any fee retained from the collection of city sales and use taxes remitted as a result of the prosecution of any criminal violations of a municipal ordinance; and
3. The Tax Commission shall pay to the municipality an amount equal to three-fourths of one percent ($\frac{3}{4}$ of 1%) of enhanced collections from any delinquent seller as a result of other compliance activities documented by the municipality or person acting under contract with such municipality.

To receive compensation, Municipality shall provide documentation of compliance activities which generated the enhanced collections. Documentation shall consist of reports, on forms prescribed by the Commission, listing the name of the delinquent seller, date of compliance activity, type of activity, and such other information as may be necessary to identify the delinquent seller, compliance activity, or enhanced collections.

The Commission shall provide reimbursements on a monthly basis and provide a monthly report to Municipality indicating, at a minimum, the name of the delinquent seller, amount of enhanced collections, and date of remittance by the delinquent seller in the previous month.

The Commission shall use its best efforts to cause reimbursements as a separate distribution to be paid to Municipality no later than the tenth day of each calendar month following the month of receipt of the report of enhanced collections filed with the Commission.

20. It is recognized and acknowledged that the Municipal Ordinances include criminal sanctions for violation of the Ordinances. Notwithstanding anything else contained herein, the Municipality shall have the exclusive authority to prosecute any criminal violations of the Ordinances and the Commission shall refrain from taking any such action. Nothing contained herein shall prevent the State of Oklahoma from prosecuting persons for crimes under state law, including, without limitation, embezzlement by a vendor of a municipal sales tax.

21. To the extent that the Municipality decides to prosecute criminally any action under this Agreement, the Commission and the Municipality shall cooperate, in good faith, to

maximize collections under the Ordinances and to minimize duplicative effort by the Commission and the Municipality.

22. Where the municipality takes the action recognized by paragraph 20 of this Agreement for prosecution to enforce its sales or use tax ordinance, all taxes shall be paid by the taxpayer directly to the Commission. Any resulting payment of municipal tax shall not be subject to the retention calculated by the Commission for the collection of city sales and use taxes as provided in Paragraph 5 of this agreement, subject to the implementation plan established in paragraph 2B of this agreement.

23. The Municipality agrees that, if there is a challenge to the constitutionality or the legality of the Ordinances or any provision thereof (other than a challenge based on the application by the Commission of the Ordinances or any provision thereof), the Municipality shall be responsible for the resolution of such challenge. If such a challenge is based on the application by the Commission of the Ordinances or any provision thereof, the Commission shall be responsible for the resolution of such challenge. The party responsible for the resolution of any challenge shall make all decisions with respect to the prosecution and the settlement of any litigation with respect to such challenge and the other party shall cooperate with the responsible party with respect to the resolution of such challenge. The Commission shall provide notice to the Municipality of any challenge. Notice will be provided within seven (7) business of the receipt of the challenge and the municipality shall be allowed to participate in any decision.

24. The change in the boundary of Municipality shall be effective for sales tax purposes only, on the first day of a calendar quarter following the enlargement of the municipal city limits. If a municipality should de-annex a territory the sales tax from business or firms located in the de-annexed area shall cease on the effective date of the de-annexation ordinance. Municipality shall give the Commission notice in writing of any annexation or de-annexation of territory to the municipality at least as required by Title 68 Oklahoma Statutes Section 2701. The notice shall include a verified copy of the boundaries of the newly annexed or de-annexed territory. In addition all Municipality limit lines shall be shown in map form, and certified to the Commission by the municipal clerk.

25. Neither Municipality nor Commission has entered into this Agreement with the intention of violating state law or the provisions of the Streamlined Sales Tax Agreement. If it is determined by either party that any provision violates either state law or the Streamlined Sales Tax Agreement, such provision of the Agreement shall be null and void. The remaining provision of the Agreement shall be in effect until the expiration or termination of the Agreement.

26. If a dispute arises from the application of paragraph nineteen (19) of this Agreement, and if the dispute cannot be settled through negotiation, the Commission and Municipality agree first to try in good faith to settle the dispute by mediation. Either party may request mediation before the Director of the Office of Management and Enterprise Services in the manner the Director deems appropriate.

27. This Agreement shall be in effect from _____, ____ until _____, _____, and shall renew without action of the parties for additional terms of one (1) year provided that the current rate has not been changed and neither party has given written notice to the other party of its intent to terminate this Agreement prior to the expiration of the then current term. Either party may terminate this contract for any reason upon thirty (30) days written notice of its intent to terminate to the other party.

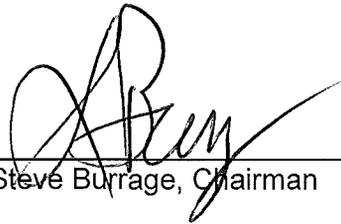
IN WITNESS WHEREOF, the parties have set their hands and affixed their official seals the day and year first above written.

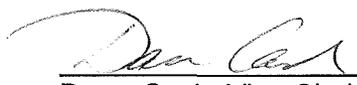
THE MUNICIPALITY OF

OKLAHOMA TAX COMMISSION

A Municipal Corporation

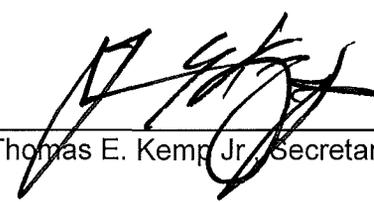
Mayor


_____,
Steve Burrage, Chairman


_____,
Dawn Cash, Vice-Chairman

ATTEST: (CITY SEAL)

Municipal Clerk


_____,
Thomas E. Kemp Jr., Secretary-Member

ATTEST: (STATE SEAL)

Assistant Secretary – OTC

APPROVED BY THE CITY OF _____ LEGAL DEPARTMENT

BY _____ DATE _____

City Attorney

EXHIBIT A

Retention Fee = 0.5%



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Other: _____

Date of Meeting

November 3, 2015

Contact

Jessie Bryan,
Purchasing Agent

Agenda Item

Consider approval to award bids for the construction of a pilots' lounge at Guthrie-Edmond Regional Airport and allow the Mayor to execute the contract.

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. Three bids were received and opened on February 17th. All of these bids exceeded the budgeted amount for this project. March 17th the City Council approved to reject all bids.

Myers Engineering revised the project into sections so we could choose the best method to award the bid. Bids were received, opened and read aloud on Tuesday, October 6, 2015, at 2:00pm in the Council Chambers. The attached bid tabulation sheet and recommendation letter reflect the totals.

The staff recommends accepting Myers Engineering recommendation and awarding the bid as follows:

Section A	C4L, LLC Edmond, OK	5,544
Section B	C4L, LLC Edmond, OK	9,674
Section C	C4L, LLC Edmond, OK	11,704
Section D	C4L, LLC Edmond, OK	2,531
Section E	C4L, LLC Edmond, OK	12,688
Section F	R&R General Contraction Norman, OK	6,450
Section G	R&R General Contraction Norman, OK	3,900
Section H	C4L, LLC Edmond, OK	4,429

Funding Expected Revenue Expenditure N/A

Budgeted Yes No N/A

Account Number 98-98-00-6593 **Amount** \$56,920.00

Legal Review N/A Required Completed Date: _____

Supporting documents attached

- Myers Engineering Recommendation Letter
- Bid Tabulation

Recommendation

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

Airport to C4L, LLC and R&R General Contracting and allowing the Mayor to execute the contract.

Action Needed Public Hearing Motion Emergency Clause

October 19, 2015

Honorable Mayor and City Council
City of Guthrie/Guthrie Public Works Authority
P.O. Box 908
Guthrie, OK 73044

RE: Summary of Bids Received – Guthrie Edmond Regional Airport Pilots Lounge
MECE No. 211135.97

Dear Mayor and Council Members:

Bids for the above referenced project were received, opened, and read aloud on Tuesday, October 6, 2015 at 2:00 P.M. in the Council's Chamber. Bidders were allowed to bid on any or all sections. Six contractors submitted bids. Two bidders submitted bids for all sections. Legacy Consulting and Developing submitted a bid for all sections but annotated his bid to reflect the condition that they would not accept a contract for individual sections but a contract for all sections. Gooch Smith Electric submitted a non-responsive bid. The bids received are summarized as follows:

Table 1 – Bid Summary					
Bid Section	Wise Electric Owasso, OK	Spaeth, Inc. OKC, OK	C4L LLC Edmond, OK	R&R General Contracting Norman, OK	Legacy Consulting & Development OKC, OK (See Note 1 below)
A - Framing, Drywall & Wall Texture			\$5,544.00	\$9,600.00	\$14,000.00
B - Electrical	\$9,800.00		\$9,674.00		\$9,900.00
C - HVAC		\$12,987.00	\$11,704.00		\$7,500.00
D - Drop Ceiling System			\$2,531.00	\$3,550.00	\$4,900.00
E - Plumbing & Plumbing Fixtures			\$12,688.00		\$14,500.00
F - Doors & Door Hardware			\$8,834.00	\$6,450.00	\$1,300.00
G - Cabinetry, Countertops & Mill Work			\$7,710.00	\$3,900.00	\$8,000.00
H - Floor Covering & Base Trim			\$4,429.00		\$6,800.00
Total of All Sections (if applicable)			\$63,114.00		\$66,900.00
Note 1 - Legacy Consulting and Development submitted bids for all sections. They indicated that they would agree to a contract for all sections or none at all.					

From a review of the bids received, it appears that C4 LLC of Edmond would be the low bidder. However, they and the other bidders (except Legacy Consulting and Development) did not tie their bids



BID TABULATION
 Airport Lounge Construction for the
 Guthrie/ Edmond Regional Airport
 Guthrie Public Works Authority/City of Guthrie
 MECE 211135.97
 Tuesday, October 6, 2015

Wise Electric
Owasso, OK

Spaeth, Inc.
OKC, OK

C4L LLC
Edmond, OK

R&R General
Contracting
Norman, OK

Legacy Consulting &
Development
OKC, OK

ITEM NO.	QUANTITY	UNIT	DESCRIPTION	Wise Electric		Spaeth, Inc.		C4L LLC		R&R General		Legacy Consulting &	
				UNIT	ITEM COST	UNIT	ITEM COST	UNIT	ITEM COST	UNIT	ITEM COST	UNIT	ITEM COST
Section A 1	1	LS	Framing, Drywall & Wall Texture					\$5,544.00	\$5,544.00	\$9,600.00	\$9,600.00	\$14,000.00	\$14,000.00
			TOTAL BID SECTION A					\$5,544.00	\$5,544.00	\$9,600.00	\$9,600.00	\$14,000.00	\$14,000.00
Section B 1	1	LS	Electrical	\$9,800.00	\$9,800.00			\$9,674.00	\$9,674.00			\$9,900.00	\$9,900.00
			TOTAL BID SECTION B	\$9,800.00	\$9,800.00			\$9,674.00	\$9,674.00			\$9,900.00	\$9,900.00
Section C 1	1	LS	HVAC			\$12,987.00	\$12,987.00	\$11,704.00	\$11,704.00			\$7,500.00	\$7,500.00
			TOTAL BID SECTION C			\$12,987.00	\$12,987.00	\$11,704.00	\$11,704.00			\$7,500.00	\$7,500.00
Section D 1	1	LS	Drop Ceiling System					\$2,531.00	\$2,531.00	\$3,550.00	\$3,550.00	\$4,900.00	\$4,900.00
			TOTAL BID SECTION D					\$2,531.00	\$2,531.00	\$3,550.00	\$3,550.00	\$4,900.00	\$4,900.00
Section E 1	1	LS	Plumbing & Plumbing Fixtures					\$12,688.00	\$12,688.00			\$14,500.00	\$14,500.00
			TOTAL BID SECTION E					\$12,688.00	\$12,688.00			\$14,500.00	\$14,500.00
Section F 1	1	LS	Doors & Door Hardware					\$8,834.00	\$8,834.00	\$6,450.00	\$6,450.00	\$1,300.00	\$1,300.00
			TOTAL BID SECTION F					\$8,834.00	\$8,834.00	\$6,450.00	\$6,450.00	\$1,300.00	\$1,300.00
Section G 1	1	LS	Cabinetry, Countertops & Mill Work					\$7,710.00	\$7,710.00	\$3,900.00	\$3,900.00	\$8,000.00	\$8,000.00
			TOTAL BID SECTION G					\$7,710.00	\$7,710.00	\$3,900.00	\$3,900.00	\$8,000.00	\$8,000.00
Section H 1	1	LS	Floor Covering & Base Trim					\$4,429.00	\$4,429.00			\$6,800.00	\$6,800.00
			TOTAL BID SECTION H					\$4,429.00	\$4,429.00			\$6,800.00	\$6,800.00



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Other: _____

Date of Meeting

November 3, 2015

Contact

Jesse Bryan,
Purchasing Agent

Agenda Item

Consider approval to award Bid No. 2015-07, Demolition Services and Debris Removal, to the low bid of \$9,050.00 to Midwest Wrecking, Oklahoma City for the demolition and removal of 514 S. 4th St. and 508 S. 4th St., and authorize staff to execute a contract.

Summary

In July 2015, the Council gave permission to solicit bids on 11 dilapidated properties as identified by Code Enforcement. In September, Council awarded the demolition of 5 properties to Midwest Wrecking for a total of \$40,945.00 which is all the budget would allow. City staff would like to move forward with awarding the demolition of 514 S. 4th St. and 508 S. 4th St. to Midwest Wrecking at the original bid price of \$9,050.00.

Funding Expected	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>01-05-51-6354</u>	Amount	<u>\$9,050.00</u>
Legal Review	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: _____

Supporting documents attached

- Bid Tabulation Sheet

Recommendation

Approve awarding Bid No. 2015-07 to Midwest Wrecking.

Action Needed Public Hearing Motion Emergency Clause

Bid Tab Sheet for **Bid No. 2015-17** Demolition Services and Debris Removal

Bid Opening: August 18, 2015 at 2:00 p.m.

	N 1st St (BARN)	502 S Drexel	506 S 3rd St	411 S Walnut	502 E Lincoln	514 S 4th St	303 E Lincoln	508 S 4th St	623 E Oklahoma	202 S Drexel	711 S Locust	ALL:	Required Forms
EMI, Inc., Guthrie	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond	NO Bid Bond		
Midwest Wrecking, Oklahoma City	Base bid 58,230 - Alt tree removal 7,360 - Alt Backfill basement 19,630	\$9,670	\$9,590	\$8,640	\$6,205	\$2,140	\$8,635	\$6,910	\$13,870	\$6,330	\$6,840	\$137,060	YES



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Public
 Other: Hearing

Date of Meeting

November 3, 2015

Contact

Cody Mosley,
Community & Economic
Development Director

Agenda Item

Public hearing, discussion and possible action concerning on variance request to allow an all-metal accessory building at 6909 Chris Madsen Road.

Summary

The Guthrie Planning Commission met on October 9, 2015 to hear an application for a variance to allow construction of an all-metal accessory building to be located at 6909 Chris Madsen Road. The vote was unanimous to make a recommendation to the Guthrie City Council to not approve the variance due to the structure not meeting Building Design Guidelines and not being consistent with surrounding architecture which is cited as a priority in the Guthrie Comprehensive Plan. The applicant has provided photos of similar structures in the area around his property that are also not in compliance with the adopted design guidelines. The applicant showed plans to locate the structure on the back side of the property, mostly out of site from the road. Neither the Planning Commission, nor City staff received citizen comment concerning the variance request.

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

Supporting documents attached

- 6909 Chris Madsen Road Application
- 6909 Chris Madsen Road Aerial Photo

Recommendation

None

Action Needed Public Hearing Motion Emergency Clause



APPLICATION
PLANNING COMMISSION REVIEW

Applicant Name Steven & Tabitha Berry
 Address 6909 Chris Madsen Rd
 City, State, Zip Guthrie OK 73044
 Home Phone NA Cell Phone 405-831- [REDACTED] Business Phone _____

We, the undersigned, being owners of more than fifty-one percent (51%) of the following described property do hereby agree to comply with all municipal, county and state laws and respectfully make application and petition the Planning Commission and City Council to:

Rezone _____	Review Preliminary Plat _____
Amend Zoning Ordinance 2422 _____	Review Final Plat _____
Vacate or Close Public Easement _____	Other <u>X</u>

Describe type of request (Rezone from C-1 to C-2, etc.):
We want to BUILD A Post Frame Metal Storage Bldg. 20x24 with either a Gambrel or Gable Roof, TAN WALLS with either a DARK RED or DARK Brown Roof & wainscoting.

Legal Description:
89ER ADDITION LOT 15 BLOCK 2

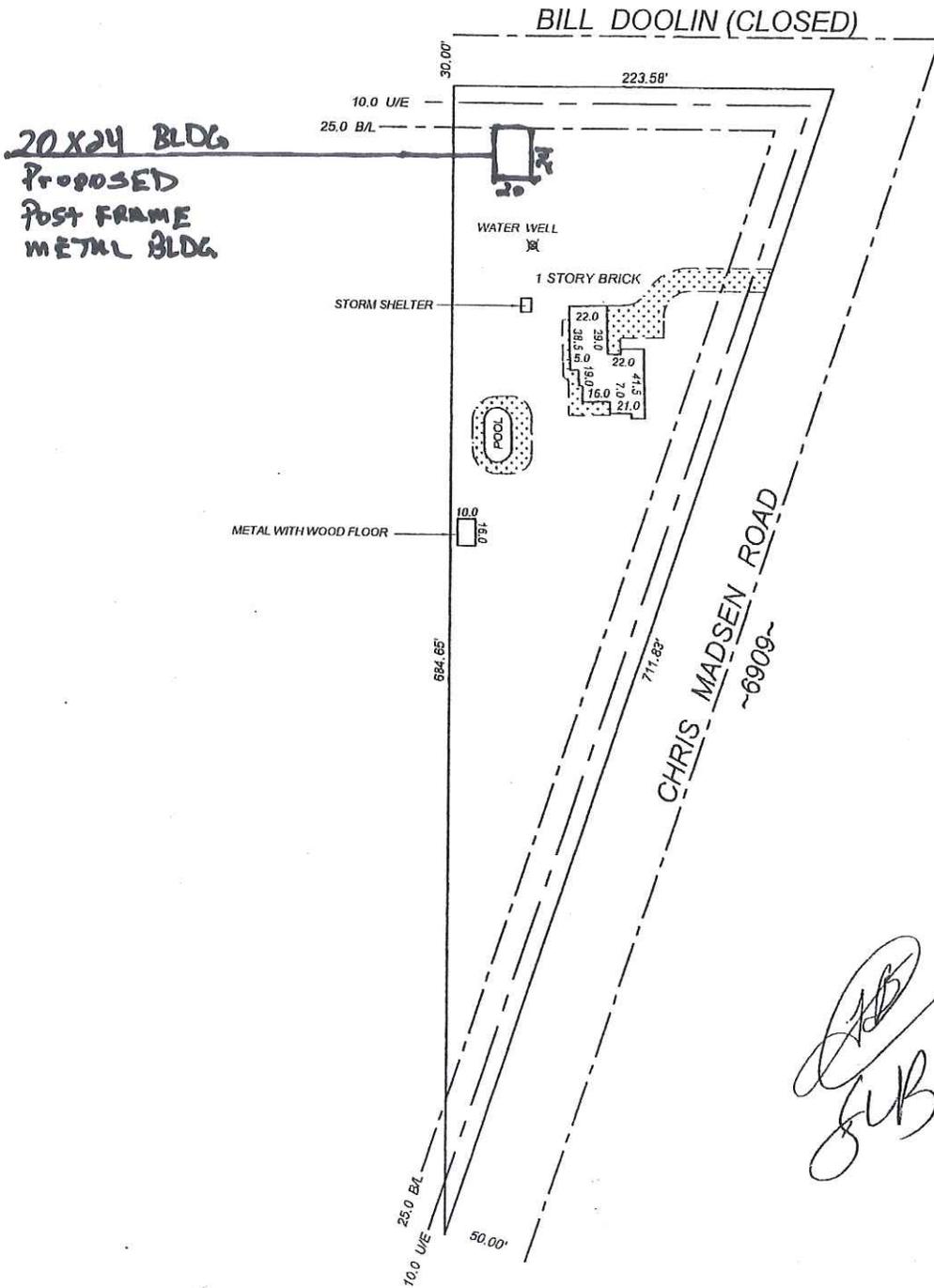
(if additional space is needed, please attach separate sheet)

Street Address: 6909 Chris Madsen Rd

Describe the proposed use of the property:
BUILDING FOR STORAGE of personal items

- Required Attachments:
1. A site drawing to scale of the property with all measurements present.
 2. Proof of ownership (Title, purchase contract or abstract certificate of ownership)
 3. List of all property owners within 300 feet of the exterior boundary of the proposed property affected by the change (Obtained from an abstractor) and typed mailing labels for each entity on the list.

Signature Steven Berry Date 9-17-15



Handwritten signature/initials

I would like to
Build Here by
these trees →





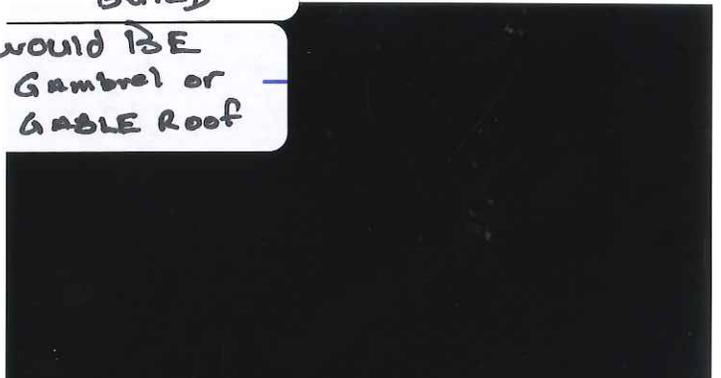
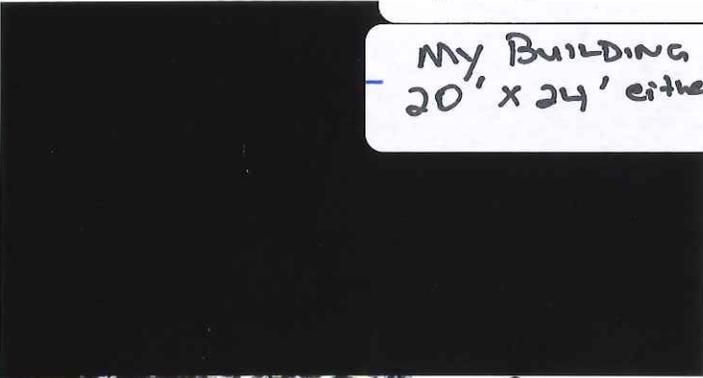
CHRIS MASEN RD Looking
WEST ONTO my Property





Just Some Sample IDEAS
OF WHAT I WOULD LIKE TO
BUILD

My Building would BE
20' x 24' either Gambrel or
GABLE ROOF





GUTHRIE LAKE
ADDITION





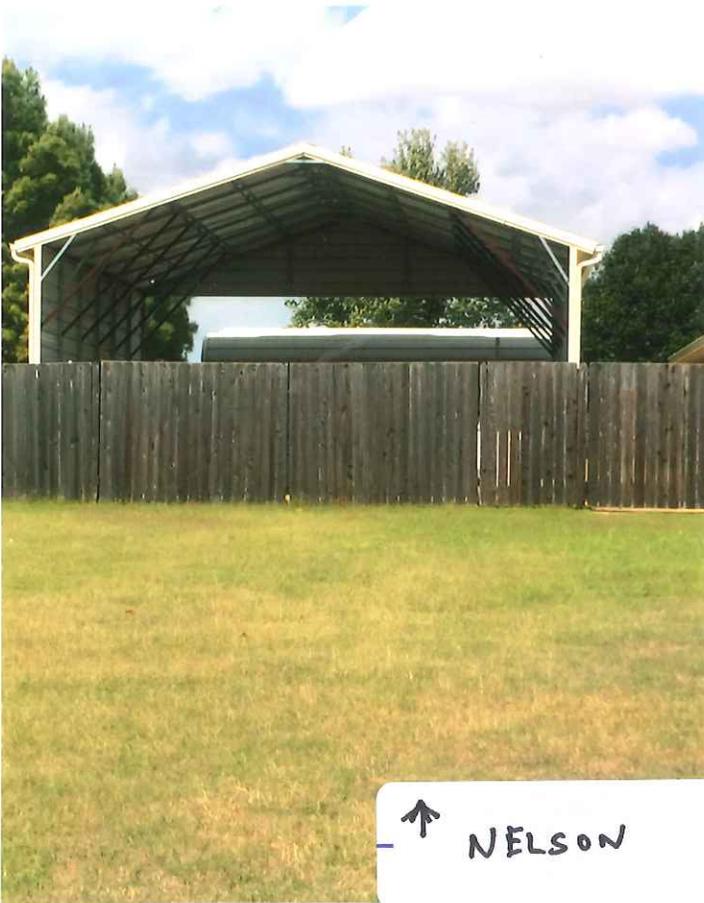
Guthrie Lake
ADDITION



BILL DOOLIN TRAIL
IN my Neighborhood

7100 BIK S. Coltrane
Just outside my neighborhood

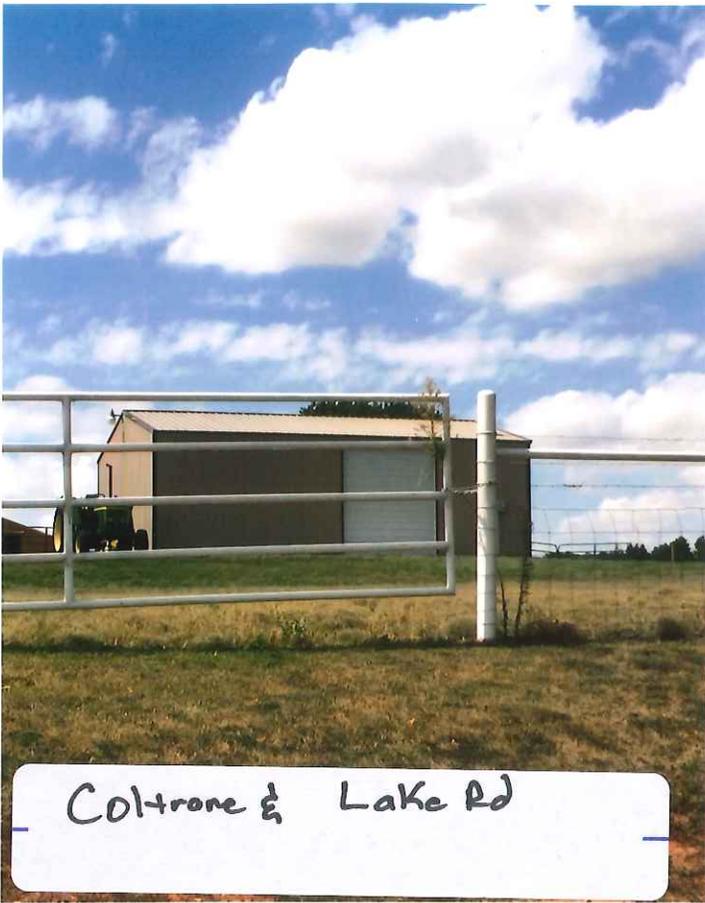




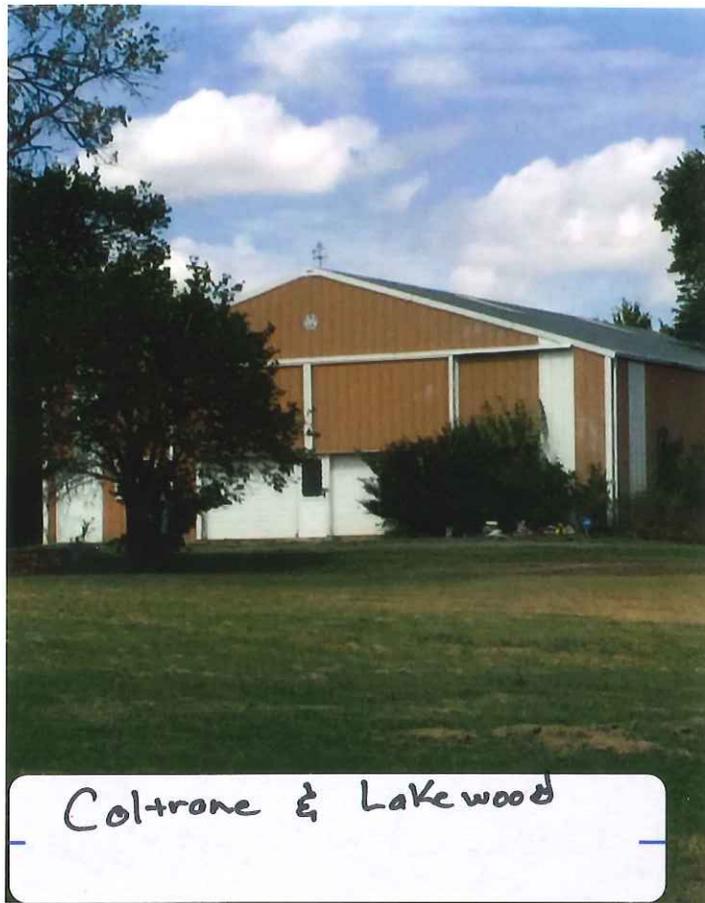
↑ NELSON Heights

↓ Coltrone & Lake Rd
Just North





Coltrone & Lake Rd

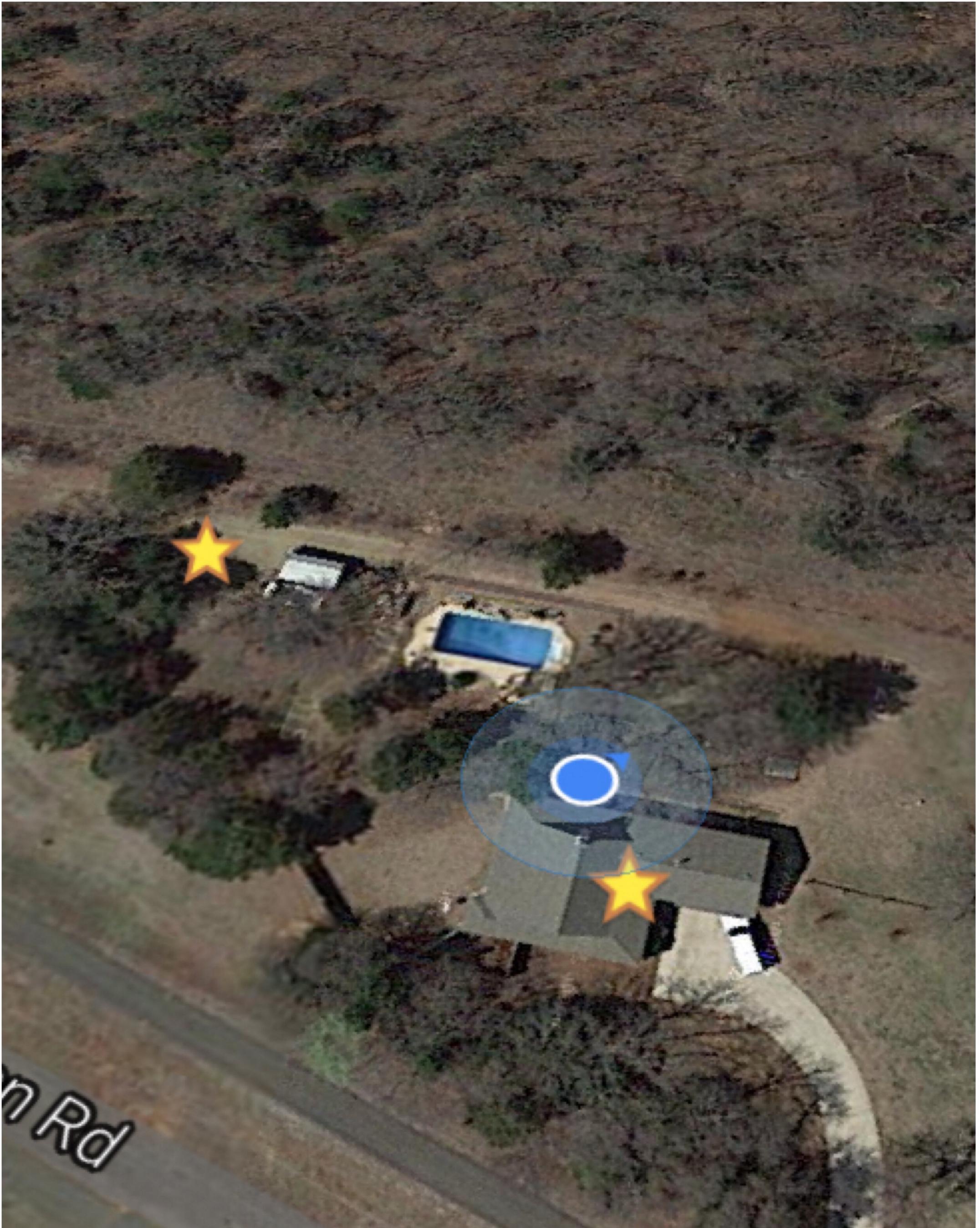


Coltrone & Lakewood



SW 18th & Lakewood







Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Public
 Other: Hearing

Date of Meeting

November 3, 2015

Contact

Cody Mosley,
Community & Economic
Development Director

Agenda Item

Public hearing, discussion and possible action concerning variance request to allow an all-metal accessory building at 5311 Meadowlake Drive.

Summary

The Guthrie Planning Commission met on October 9, 2015 to hear an application for a variance to allow construction of an all-metal accessory building to be located at 5311 Meadowlake Drive. The vote was unanimous to make a recommendation to the Guthrie City Council to not approve the variance due to the structure not meeting Building Design Guidelines and not being consistent with surrounding architecture which is cited as a priority in the Guthrie Comprehensive Plan. The applicant showed plans to locate the structure on the side of the property, and the Planning Commission had concern about visibility along with construction materials. The Planning Commission heard from multiple neighbors that did not want to see this approved.

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

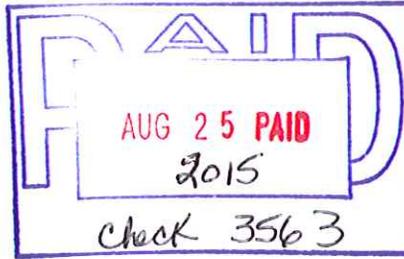
Supporting documents attached

- 5311 Meadowlake Drive Application

Recommendation

None

Action Needed Public Hearing Motion Emergency Clause



10/8/15
@ 5:30pm

RECEIVED
08/25/15
OFFICE OF
COMMUNITY
PLANNING &
DEVELOPMENT

APPLICATION
PLANNING COMMISSION REVIEW

LARRY W. AND DONNA J. MCKAY
Applicant Name
5311 MEADOWLAKE DR.
Address
GUTHRIE, OK 73044
City, State, Zip
(405) 466- [REDACTED] (405) 401- [REDACTED]
Home Phone Cell Phone Business Phone

We, the undersigned, being owners of more than fifty-one percent (51%) of the following described property do hereby agree to comply with all municipal, county and state laws and respectfully make application and petition the Planning Commission and City Council to:

Rezone _____ Review Preliminary Plat _____
Amend Zoning Ordinance 2422 _____ Review Final Plat _____
Vacate or Close Public Easement _____ Other X

Describe type of request (Rezone from C-1 to C-2, etc.):
SPECIAL PERMIT FOR GARAGE/SHOP (METAL BUILDING
FROM BBM OF OKC.

Legal Description:
LOT 26, BLOCK 1, MEADOW LAKE ESTATES, A PART OF THE SOUTH HALF
OF THE NORTHWEST QUARTER OF SECTION 32, TOWNSHIP 16 NORTH, RANGE 2
WEST OF THE INDIAN MERIDIAN, AND A RESUBDIVISION OF LOT 1, BLOCK 1,
(if additional space is needed, please attach separate sheet) TWILIGHT TERRACE ADDITION,
LOGAN COUNTY, OKLAHOMA.
Street Address: 5311 MEADOWLAKE DR

Describe the proposed use of the property:
GARAGE/SHOP

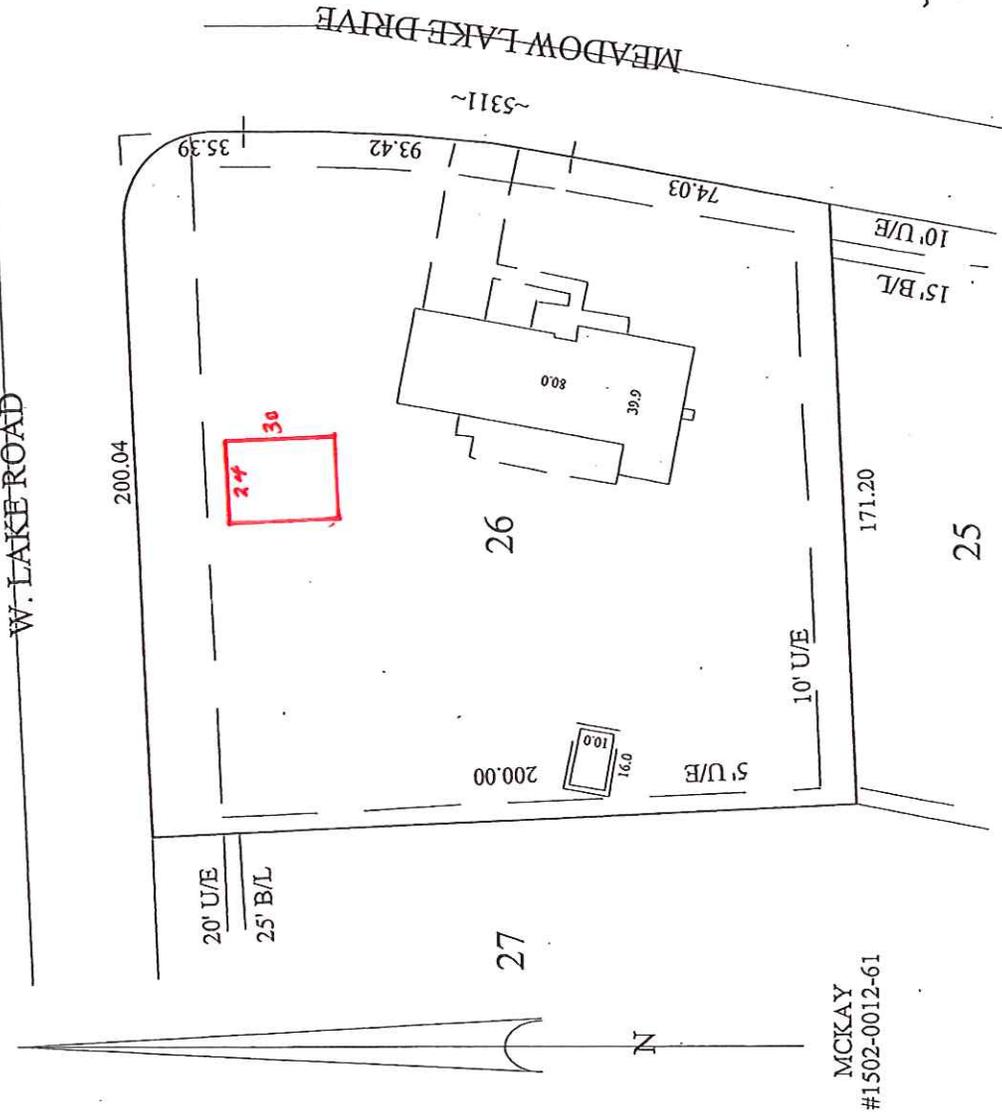
- Required Attachments:
1. A site drawing to scale of the property with all measurements present.
 2. Proof of ownership (Title, purchase contract or abstract certificate of ownership)
 3. List of all property owners within 300 feet of the exterior boundary of the proposed property affected by the change (Obtained from an abstractor) and typed mailing labels for each entity on the list.

Larry W. McKay
Signature
Donna J. McKay

8/25/2015
Date

Subject property lies within the boundaries of Flood Zone "X", an Area of Minimal Flood Hazard as shown on Community-Panel Number 40083C0385F dated 9-29-2010.

BLOCK 1 MEADOW LAKE ESTATES



MCKAY
#1502-0012-61

[Handwritten signature]



OKC Location

3220 E. I-240 Service Road
 Oklahoma City, OK 73135
 Phone (405) 677-0466
 Fax (405) 677-2847
 www.bbmokoc.com



Noble Location

8800 S. Hwy. 77
 Noble, OK 73068
 Phone (405) 872-8787
 Fax (405) 872-8928



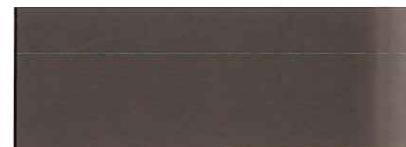
Fern Green SPG0372X



Hawaiian Blue SPL0299X



Desert Sand SPD0413X



Burnished Slate SPB0384X



Light Stone SPD0403X



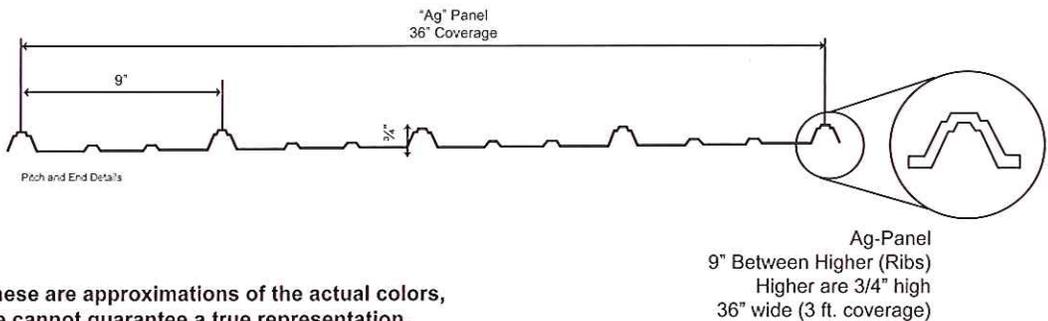
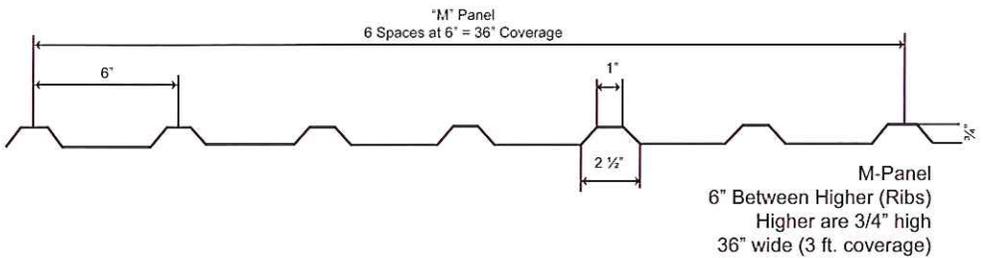
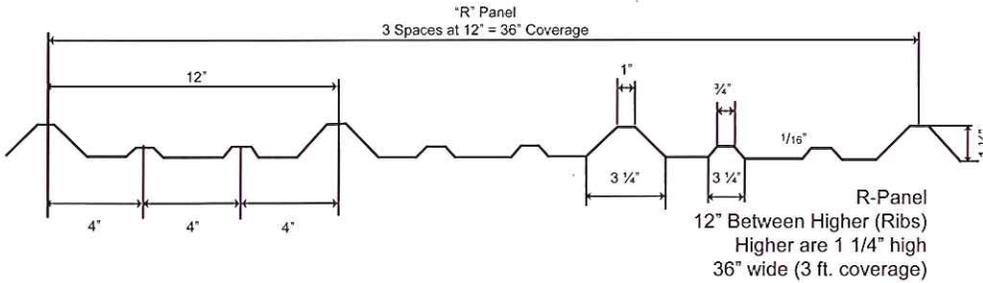
Crimson SPR0291X



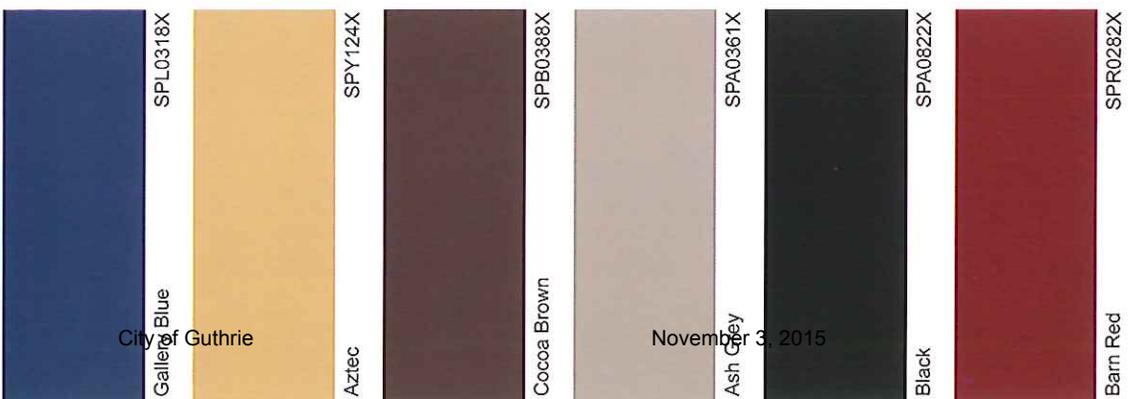
Charcoal Gray SPA0369X



Ivory SPD0428X



These are approximations of the actual colors,
 we cannot guarantee a true representation.
 Contact your salesman for a color match sample.



MINUTES
GUTHRIE PUBLIC WORKS AUTHORITY MEETING
October 20, 2015

The regular meeting of the Guthrie Public Works Authority was posted on Friday, October 16, 2015, before 5:00 p.m. and held Tuesday, October 20, 2015, in the Guthrie City Hall Council Chambers.

Chairman Steven J. Gentling called the meeting to order at 7:26 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
	Maxine Pruitt	Don Sweger	Eric Harlow
	Cody Mosley	Jim Ahlgren	Cyndi O

Chairman Gentling declared a quorum with all Trustees in attendance.

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 October 6, 2015.

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.

Resolution No. 2015-20. Motion by Trustee Thomas, seconded by Trustee Taylor, moved approval of Resolution No. 2015-20 amending the stabilization fund balance policy. 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 7:28 p.m.

Kim Biggs, Secretary

Steven J. Gentling, Chairman

City of Guthrie - (405) 282-0492

A/P Claims List

from 10/15/2015 to 10/15/2015

Invoice #	Vendor	Description	Account	Cost
OCT2015	C.L.E.E.T. (125)	Municipal Collection for CLEET	01-00-00-2012	\$583.72
OCT2015	O.S.B.I. (820)	Collection - AFIS and Forensic Fees	01-00-00-2012	\$645.85
OCT2015	OKLAHOMA DEPARTMENT OF	DPS Vehicle Revolving Fund for Unrestrained	01-00-00-5497	\$50.00
NP45596293	FLEETCOR TECHNOLOGIES	GUTHRIE HOUSING AUTHORITY	01-01-00-6118	\$97.84
OCT2015	OG&E 405	GENERAL ELECTRIC	01-01-00-6305	\$7,925.38
OCT2015	OG&E 405	STREET LIGHTING	01-01-00-6306	\$10,685.75
OCT2015	OKLAHOMA NATURAL GAS	MONTHLY BILLING FOR GENERAL	01-01-00-6307	\$772.73
1011	NORPS, LLC	ANNUAL SPAM FILTER	01-01-00-6311	\$3,000.00
03-2965	MESO(126)	SECOND QUARTER DUES	01-01-00-6373	\$660.00
1010	NORPS, LLC	IT SUPPORT AGREEMENT	01-01-00-6373	\$2,355.00
OCT2015	AARON RYBURN	MILEAGE REIMBURSEMENT	01-02-24-6047	\$48.53
NP45596293	FLEETCOR TECHNOLOGIES	BUILDING SERVICES	01-02-25-6118	\$96.09
NP45596293	FLEETCOR TECHNOLOGIES	CONSTRUCTION	01-05-50-6118	\$104.43
NP45596293	FLEETCOR TECHNOLOGIES	POLICE ADMINISTRATION	01-07-70-6118	\$2,966.52
OCT2015	LOGAN COMMUNITY SERVICES,	Logan County Referral Program for 1 year	01-07-70-6345	\$125.00
NP45596293	FLEETCOR TECHNOLOGIES	CODE ENFORCEMENT	01-07-74-6118	\$35.01
NP45596293	FLEETCOR TECHNOLOGIES	STREET DEPT	01-12-00-6118	\$1,342.30
NP45596293	FLEETCOR TECHNOLOGIES	FLEET DEPT	01-14-00-6118	\$31.86
OCT2015	SHINEY BAYS CAR WASH	GPWA CAR WASH	01-14-41-6116	\$124.50
NP45596293	FLEETCOR TECHNOLOGIES	PARKS DEPT	01-15-11-6118	\$1,659.72
		Total GENERAL FUND		\$33,310.23
24008571	Helen Martin (23178)	Overpayment made by patient - DOI: 3-16-15	09-00-00-5435	\$25.00
20712375	WPS TRICARE FOR LIFE (21496)	Insurance billed in error - patient# 20712375 -	09-00-00-5435	\$491.76
NP45596293	FLEETCOR TECHNOLOGIES	FIRE SUPPRESSION	09-09-90-6118	\$584.78
OCT15	SHINEY BAYS CAR WASH	Car Washes	09-09-90-6316	\$40.00
NP45596293	FLEETCOR TECHNOLOGIES	EMS	09-09-92-6118	\$2,209.24
4195	EMERGENCY SERVICES	2015 DODGE RAM AMBULANCE	09-09-92-6571	\$175,725.00
NP45596293	FLEETCOR TECHNOLOGIES	FIRE ADMINISTRATION	09-09-96-6118	\$477.13
		Total FIRE/EMS FUND		\$179,552.91
OCT2015CM	WASTE CONNECTIONS, INC		20-00-00-5466	(\$250.00)
OCT2015	OG&E 405	GPWA ELECTRIC	20-21-00-6305	\$11,389.01
OCT2015	OKLAHOMA NATURAL GAS	MONTHLY BILLING FOR GPWA	20-21-00-6307	\$385.27
OCT2015	DHH DISPOSAL 22381	DHH Trash Service per agreement	20-21-00-6348	\$192.50
1561364/1561365	WASTE CONNECTIONS, INC	Sanitation Service Agreement	20-21-00-6348	\$73,211.97
NP45596293	FLEETCOR TECHNOLOGIES	WTP DEPT	20-23-00-6118	\$248.26
NP45596293	FLEETCOR TECHNOLOGIES	WWTP DEPT	20-24-00-6118	\$124.75
NP45596293	FLEETCOR TECHNOLOGIES	CONVENIENCE CENTER	20-26-00-6118	\$495.13
1561364/1561365	WASTE CONNECTIONS, INC	Sanitation Service Agreement	20-26-00-6375	\$6,008.86
NP45596293	FLEETCOR TECHNOLOGIES	LINE MAINTENANCE	20-27-00-6118	\$1,690.49
		Total GPWA OPERATING FUND		\$93,496.24
2026840	MYERS ENGINEERING	TO 107 SANITARY SEWER MAIN	55-55-00-6547	\$2,764.40
		Total CMOM Fee		\$2,764.40
01-010150-006	UTILITY DEPOSIT REFUND		71-00-00-5555	\$21.58
07-071305-007	UTILITY DEPOSIT REFUND		71-00-00-5555	\$29.62
07-072360-001	UTILITY DEPOSIT REFUND		71-00-00-5555	\$28.89
12-120600-002	UTILITY DEPOSIT REFUND		71-00-00-5555	\$67.68
15-151461-016	UTILITY DEPOSIT REFUND		71-00-00-5555	\$46.80
		Total UTILITY DEPOSIT FUND		\$194.57

A/P Claims List

from 10/15/2015 to 10/15/2015

Invoice #	Vendor	Description	Account	Cost
NP45596293 OCT2015	FLEETCOR TECHNOLOGIES OG&E 405	AIRPORT	98-98-00-6118	\$91.28
		AIRPORT ELECTRIC	98-98-00-6305	\$588.09
		Total AIRPORT FUND		\$679.37
2035551	OKLAHOMA DEPARTMENT OF	Spirit Wing Loan	99-99-00-6702	\$1,041.66
		Total GUTHRIE INDUSTRIAL DEVELOPMENT		\$1,041.66
		Total All Funds		\$311,039.38

A/P Claims List

from 10/20/2015 to 10/22/2015

Invoice #	Vendor	Description	Account	Cost
SEPT2015BOA	BANK OF AMERICA 22774	Central Office Supplies	01-01-00-6100	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Janitor/Chemicals Supplies	01-01-00-6103	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies	01-01-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Building & Grounds	01-01-00-6112	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Supplies	01-01-00-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Telephone	01-01-00-6301	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Printing	01-01-00-6308	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Computer Operations	01-01-00-6311	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Council Travel/Training	01-01-00-6314	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Communications	01-01-00-6318	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Advertising - Legal Publications	01-01-00-6334	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Services/Charges	01-01-00-6346	\$157.95
SEPT2015BOA	BANK OF AMERICA 22774	Maintenance Agreement	01-01-00-6347	\$839.56
SEPT2015BOA	BANK OF AMERICA 22774	Membership Dues	01-01-00-6350	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Services	01-01-00-6373	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Internet Services	01-01-00-6381	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (City Manager)	01-02-20-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Printing	01-02-20-6308	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-20-6355	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (HR)	01-02-24-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - Building Services	01-02-25-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (Building Services)	01-02-25-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies	01-02-25-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	01-02-25-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	01-02-25-6316	\$89.55
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (Finance)	01-03-30-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Printing	01-03-30-6308	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-03-30-6317	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Maintenance Agreements	01-03-30-6347	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Recording/Dues/Subscriptions	01-03-30-6355	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (Planning)	01-05-50-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Office Supplies	01-05-50-6100	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-05-50-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Computer Supplies	01-05-50-6123	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Printing	01-05-50-6308	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-50-6316	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-50-6334	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development	01-06-60-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Literacy Programming Supplies	01-06-60-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Library Supplies	01-06-60-6117	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Library Materials - Print	01-06-60-6130	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Library Materials - Electronic	01-06-60-6131	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Printing	01-06-60-6308	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Dues & Subscriptions - Library	01-06-60-6355	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - PD	01-07-70-6019	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	01-07-70-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Jail Supplies	01-07-70-6106	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	K-9 Dog Food/Supplies	01-07-70-6108	\$0.00

A/P Claims List

from 10/20/2015 to 10/22/2015

Invoice #	Vendor	Description	Account	Cost
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-70-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-70-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	01-07-70-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Photo/Video Supply	01-07-70-6120	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Crime Prevention Program	01-07-70-6122	\$531.69
SEPT2015BOA	BANK OF AMERICA 22774	Printing	01-07-70-6308	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Computer Maintenance/Operations	01-07-70-6311	\$148.60
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-70-6316	\$1,274.54
SEPT2015BOA	BANK OF AMERICA 22774	Communications	01-07-70-6318	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Collections	01-07-70-6340	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Special Events	01-07-70-6342	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Training Program	01-07-70-6343	\$2,064.93
SEPT2015BOA2	BANK OF AMERICA 22774	Emergency Notification Subscription	01-07-70-6346	\$387.62
SEPT2015BOA	BANK OF AMERICA 22774	Dues & Subscriptions	01-07-70-6355	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniform Allowance - PD	01-07-71-6019	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Ammunition	01-07-71-6105	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	01-07-72-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-72-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Kennel Supplies	01-07-72-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Animal Cages	01-07-72-6132	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniform Allowance - CID	01-07-77-6019	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-77-6120	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Drug Enforcement Program	01-07-77-6124	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniform Allowance	01-07-78-6019	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-78-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - Street Dept.	01-12-00-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	01-12-00-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	01-12-00-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies	01-12-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Street/Sidewalks/Bridges	01-12-00-6113	\$0.00
SEPT2015 CM	BANK OF AMERICA 22774		01-12-00-6114	(\$89.21)
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Supplies	01-12-00-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Signs & Materials	01-12-00-6115	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	01-12-00-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	01-12-00-6316	\$835.62
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-12-00-6317	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Communications	01-12-00-6318	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Equipment Rental	01-12-00-6321	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	License & Certification - Street	01-12-00-6365	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$38.47
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (Fleet Maintenanc	01-14-00-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	01-14-00-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	01-14-00-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies	01-14-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Shop Supplies	01-14-00-6114	\$109.56
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-00-6316	\$42.15
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-14-00-6317	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Computer Maintenance	01-14-00-6324	\$59.82
SEPT2015BOA	BANK OF AMERICA 22774	Reference Books	01-14-00-6379	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-41-6116	\$70.70

A/P Claims List

from 10/20/2015 to 10/22/2015

Invoice #	Vendor	Description	Account	Cost
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	01-14-41-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - Parks	01-15-11-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development	01-15-11-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	01-15-11-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	01-15-11-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies	01-15-11-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Buildings & Grounds	01-15-11-6112	\$1,479.67
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	01-15-11-6118	\$83.32
SEPT2015BOA	BANK OF AMERICA 22774	Rec Supplies	01-15-11-6125	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	01-15-11-6316	\$376.67
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-15-11-6317	\$0.00
		Total GENERAL FUND		\$8,501.21
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - FD/Suppression	09-09-90-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (FD)	09-09-90-6048	\$142.60
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	09-09-90-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	09-09-90-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Food/Humans	09-09-90-6107	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	FD Safety Supplies	09-09-90-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Building & Grounds	09-09-90-6112	\$101.55
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-90-6316	\$59.76
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	09-09-90-6317	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Communications	09-09-90-6318	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-90-6355	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Certification Equipment	09-09-90-6362	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - FD/EMS	09-09-92-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (EMS)	09-09-92-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals/Ambulance Supplies	09-09-92-6104	\$551.55
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies/Apparel	09-09-92-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	09-09-92-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-92-6316	\$338.95
SEPT2015BOA	BANK OF AMERICA 22774	Communications	09-09-92-6318	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-92-6355	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Services	09-09-92-6373	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - FD/Admin	09-09-96-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (Fire - Admin)	09-09-96-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Office Supplies	09-09-96-6101	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	09-09-96-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Food/Humans	09-09-96-6107	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Supplies	09-09-96-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Public Education	09-09-96-6121	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	09-09-96-6316	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Communications	09-09-96-6318	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Dues & Subscriptions	09-09-96-6355	\$0.00
		Total FIRE/EMS FUND		\$1,194.41
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies	20-21-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Buildings & Grounds (GPWA)	20-21-00-6112	\$12.47
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Supplies	20-21-00-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Telephone	20-21-00-6301	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Printing	20-21-00-6308	\$0.00

A/P Claims List

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Invoice #	Vendor	Description	Account	Cost
SEPT2015BOA	BANK OF AMERICA 22774	Postage	20-21-00-6309	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Computer Operations	20-21-00-6311	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Communications	20-21-00-6318	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Program	20-21-00-6339	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Maintenance Agreements	20-21-00-6347	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Services	20-21-00-6373	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (GPWA Admin)	20-22-00-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - WTP	20-23-00-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	20-23-00-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals/Medical	20-23-00-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Lab Supplies	20-23-00-6109	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-23-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Building & Grounds	20-23-00-6112	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Annual State Water Testing	20-23-00-6303	\$317.50
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	20-23-00-6316	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-23-00-6317	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Publishing Fees	20-23-00-6334	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Booster Station	20-23-00-6335	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	License & Certification - Water Plant	20-23-00-6365	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - WWTP	20-24-00-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	20-24-00-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	20-24-00-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Lab Supplies	20-24-00-6109	\$310.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-24-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Buildings & Grounds	20-24-00-6112	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	20-24-00-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	20-24-00-6316	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-24-00-6317	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Required/Mandatory Testing	20-24-00-6357	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	License & Certification	20-24-00-6365	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - Convenience Ctr.	20-26-00-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	20-26-00-6102	\$0.00
SEPT2015 CM	BANK OF AMERICA 22774		20-26-00-6110	(\$25.76)
SEPT2015BOA	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-26-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Building & Grounds	20-26-00-6112	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Supplies	20-26-00-6114	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	20-26-00-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	20-26-00-6316	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-26-00-6317	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Uniforms - Line Maintenance	20-27-00-6016	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	20-27-00-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	20-27-00-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-27-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Buildings and Grounds	20-27-00-6112	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Fuel & Lube	20-27-00-6118	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Water/Sewer Maintenance	20-27-00-6119	\$10,791.82
SEPT2015BOA	BANK OF AMERICA 22774	Water Meters	20-27-00-6129	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Street/Sidewalks	20-27-00-6313	\$320.50

A/P Claims List

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Invoice #	Vendor	Description	Account	Cost
SEPT2015BOA	BANK OF AMERICA 22774	Vehicle Maintenance	20-27-00-6316	\$152.15
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-27-00-6317	\$252.84
SEPT2015BOA	BANK OF AMERICA 22774	Miscellaneous Services/Charges	20-27-00-6346	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	License & Certification - Line Maintenance	20-27-00-6365	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	License & Certification	20-27-00-6365	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Chemicals	20-29-00-6104	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Building & Grounds	20-29-00-6112	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-29-00-6317	\$0.00
Total GPWA OPERATING FUND				\$12,131.52
SEPT2015BOA	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$14.11
SEPT2015BOA	BANK OF AMERICA 22774	Bullet Proof Vest Grant	30-30-07-6597	\$0.00
Total GRANTS FUND				\$14.11
SEPT2015BOA2	BANK OF AMERICA 22774	Marketing Supplies	45-45-00-6123	\$358.93
SEPT2015BOA	BANK OF AMERICA 22774	Pool Improvements	45-45-00-6509	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Park Improvements	45-45-00-6545	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Lake Improvements	45-45-00-6546	\$168.00
Total HOTEL/MOTEL TAX FUND				\$526.93
SEPT2015BOA	BANK OF AMERICA 22774	All Copier Lease	54-54-02-6705	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	E911	54-54-07-6514	\$44.52
Total CAPITAL PROJECTS				\$44.52
SEPT2015BOA2	BANK OF AMERICA 22774	Sewer Line Rehab	55-55-00-6547	\$23.92
Total CMOM Fee				\$23.92
SEPT2015BOA	BANK OF AMERICA 22774	Professional Development (Airport)	98-98-00-6048	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Office Supplies	98-98-00-6101	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Minor Tools	98-98-00-6102	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Safety Supplies/Apparel	98-98-00-6110	\$0.00
SEPT2015BOA	BANK OF AMERICA 22774	Building & Grounds	98-98-00-6112	\$229.25
Total AIRPORT FUND				\$229.25
Total All Funds				\$22,665.87