



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

SPECIAL CITY COUNCIL MEETING WORKSHOP

Tuesday, October 18, 2016 at 6:00p.m.

City Hall 3rd Floor Conference Room

101 N. 2nd Street, Guthrie, Oklahoma, 73044

1. Call to Order.
2. Discussion of requested funding from First Capital Trolley.
3. Discussion of Logan County Economic Development Council's request to certify the 80 acres as a Light Industrial Park.
4. Discussion of a Partnership Proposal with Meridian Technology Center for Entrepreneurial Development.
5. Discussion of a Ladder Truck.
6. Discussion of a Council Retreat.
7. Adjournment.



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

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Tuesday, October 18, 2016 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 Special Guthrie Public Works Authority Meeting - Budget Workshop held on September 30, 2016 1
B. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held October 4, 2016 2
C. Consider approval of Change Order No. 2, which will reduce the contract amount with Downey Construction, LLC for sewer line relocation due to the reconciliation of final quantities..... 4
3. Adjournment.

CITY COUNCIL MEETING

63rd City Council
Tuesday, October 18, 2016, 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 Special City Council Meeting - Budget Workshop held on September 30, 2016..... 7
B. Consider approval of minutes of the City Council Workshop held on October 4, 2016..... 11

C. Consider approval of minutes of the Regular City Council Meeting held on October 4, 2016	13
D. Consider approval to amend the Guthrie Public Library Policy, Part VI – Fines and Payments	16
E. Consider approval to accept a \$125,000.00 Office of Community Oriented Policing Services (COPS Office) grant awarded by the United States Department of Justice (DOJ) to the Guthrie Police Department.....	29
F. Consider approval to amend the contract with La Terra Studios for the design of streetscape project funded through the Transportation Alternatives Program (TAP)	33
4. Discussion and possible action to authorize the City to sell at auction the property located at 912 West Logan.....	36
5. Discussion and possible action on amending the contract with First Capital Neighborhood Solutions	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. Section 307(B)(3) for the purpose of discussing the purchase or appraisal of real property.	
B. Section 307 (B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim.	
9. Consider action regarding the purchase or appraisal of real property.	
10. Consider action regarding the pending investigation or claim.	
11. Adjournment.	

MINUTES
GUTHRIE PUBLIC WORKS AUTHORITY MEETING
GPWA Workshop
September 30, 2016

The special meeting of the sixty-third Guthrie Public Works Authority of Guthrie, Oklahoma was posted on Wednesday, September 28, 2016 before 12:00 p.m. and held Friday, September 30, 2016 in the Guthrie City Council Chambers.

Chairman Steven J. Gentling called the meeting to order at 3:20 p.m.

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

Members Absent: Jeff Taylor

Staff Present:	Kim Biggs	Randel Shadid	Jim Ahlgren
	Maxine Pruitt	Eric Harlow	Schellon Stanley
	Suzette Chang	Cody Mosley	Bennie Barker
	Charles Downey	Richard Romine	Lee Pearce
	Verdell Smith		

Chairman Gentling declared a quorum with six (6) Trustee Members in attendance.

Discussion on Fiscal Year 2017 Budget. Discussion was held regarding the adopted budget for FY17 including the original amount requested from each department as compared to the amount approved through the budget process. The Guthrie Public Works Authority is a separate legal entity from the City of Guthrie. This fund houses enterprise functions such as GPWA Administration, Water, Wastewater, and Line Maintenance. The total amount of expenditures in this fund is \$8,463,655 without transfers to other funds, the amount is \$3,981,780.

Trustee Member Jeff Taylor arrived at 4:30 p.m.

The predominant funding source for the Guthrie Public Works Authority is utility revenue. For FY17, a total of \$4,824,982 has been budgeted for utility sales. Of this amount, \$2,687,982 comes from water sales, \$925,000 comes from sewer, and \$1,212,000 comes from sanitation collections. This revenue does not include revenue from the CMOM Fee, Water Treatment Plant Fee, or Utility Billing Fee. These fees are earmarked for their specific purpose and are not budgeted through the Guthrie Public Works Authority Revenue. In addition to the Water Treatment Plant Fee, the WTP fund also receives a transfer of \$845,635 from water sales in order to assist with the debt service on the Water Treatment Plant.

Adjournment. There being no further business for the Guthrie Public Works Authority meeting, Chairman Gentling declared the meeting adjourned at 5:15 p.m.

Kim Biggs, Secretary

Steven J. Gentling, Chairman

MINUTES
GUTHRIE PUBLIC WORKS AUTHORITY MEETING
October 4, 2016

The regular meeting of the Guthrie Public Works Authority was posted on Friday, September 30, 2016, before 5:00 p.m. and held Tuesday, October 4, 2016, in the Guthrie City Hall Council Chambers.

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

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

Chairman Gentling called the meeting to order at 7:03 p.m.

Members Present:	Steven J. Gentling	John Wood	Jeff Taylor
	Sharyl Padgett	Brian Bothroyd	

Members Absent:	Ed Wood	Gaylord Z. Thomas
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Staff Present:	Kim Biggs	Eric Harlow	Jessie Bryan
	Schellon Stanley	Suzette Chang	Jim Ahlgren
	Don Sweger	Cody Mosley	

Chairman Gentling declared a quorum with five (5) Trustee Members in attendance.

Public Comments, Community Announcements, and Recognition. A.J. Ferate, Howard Ground and Jason Smedley signed up to speak about agenda items. They were heard at the time the agenda item was presented during the City Council Meeting held immediately following the Guthrie Public Works Authority meeting.

Consent Agenda. Motion by Trustee 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 September 20, 2016.

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

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

Chairman Gentling declared the motion carried unanimously.

Adjournment. There being no further business for the Guthrie Public Works Authority Trustees, Chairman Gentling declared the meeting adjourned at 7:05 p.m.

Jessie Bryan, Secretary

Steven J. Gentling, Chairman



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Other: _____

Date of Meeting

October 18, 2016

Contact

Jessie Bryan,
Purchasing Agent

Agenda Item

Consider approval of Change Order No. 2, which will reduce the contract amount with Downey Construction, LLC for sewer line relocation due to the reconciliation of final quantities.

Summary

February 2016, a contract was awarded to Downey Construction, LLC for the relocation of sewer lines for the upcoming ODOT project on Highway 33 in total of \$461,028. Change Order No. 1 included the addition of two properties which were missed in the original project survey, which was an increase of \$45,743.25. The revised contract amount is \$537,131.25 which will be reimbursed to the City by ODOT. Change Order No. 2 includes a reconciliation of supply quantities required for the project. This difference will reduce the contract by \$3,894.14, making the new contract amount \$533,237.11.

Funding Expected	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>20-21-00-6518</u>	Amount	<u>(\$3,894.14)</u>

Supporting documents attached:

- Change Order No. 2

Recommendation

Approve Change Order No. 2 to reduce the contract amount due to the reconciliation of final quantities.

Action Needed Public Hearing Motion Emergency Clause

Change Order

No. 2

Date of Issuance: September 20, 2016 Effective Date: September 20, 2016

Project: ODOT Sewerline Relocation	Owner: City of Guthrie	Owner's Contract No.:
Contract: J/P 21860(06) UTILITIES, NHPPY-142C(104) UT, Logan County SH 33		Date of Contract: February 23, 2016
Contractor: Downey Contracting, LLC		Engineer's Project No.: MECE 211135.101

3217 NE 63rd Street

The Contract Documents are modified as follows upon execution of this Change Order

Description: Reconciliation of final quantities.

Attachments: (List documents supporting change):

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$461,028.00

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 1:

\$ 76,103.25

Contract Price prior to this Change Order:

\$ 537,131.25

[Increase] [Decrease] of this Change Order:

\$ 3,894.14

Contract Price incorporating this Change Order:

\$ 533,227.11

CHANGE IN CONTRACT TIMES:

Original Contract Times: Working days Calendar days

Substantial completion (days or date): June 25, 2016

Ready for final payment (days or date): _____

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

Contract Times prior to this Change Order:

Substantial completion (days or date): June 25, 2016

Ready for final payment (days or date): _____

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): August 4, 2016 (40 additional days added)

Ready for final payment (days or date): _____

Contract Times with all approved Change Orders:

Substantial completion (days or date): August 4, 2016 (40 additional days added)

Ready for final payment (days or date): _____

RECOMMENDED BY: [Signature]
 By: [Signature]
 Date: 9/30/16
 Approved by Funding Agency (if applicable): _____



ACCEPTED:
 By: _____
 Owner (Authorized Signature)
 Date: _____

ACCEPTED:
 By: [Signature]
 Contractor (Authorized Signature)
 Date: 9/30/16

EXHIBIT A
Contract Change Order No. 2
City of Guthrie- ODOT Sewerline Relocation
J/P 21860(06) UTILITIES NHPY-142C(104)UT LOGAN COUNTY
MECE 211135.101

FOR: Downey Contracting, LLC
3217 NE 63rd
OKC, OK 73121
Date 9/20/2016

You are hereby requested to comply with the following changes from the contract plans and specifications.

Item	Change	Unit	Quantity	Unit Price	Item Description and Details	Cost	Decrease in contract	Increase in contract
1	ADD	LF	35.00	\$33.00	24" PVC PS46 ASTM F679 SEWER LINE	\$1,155.00	\$0.00	\$1,155.00
4	ADD	LF	60.00	\$214.00	EXCAVATION & BACKFILL (0-16')	\$12,840.00	\$12,840.00	\$0.00
5	DEL	EA	-2.00	\$17,794.00	4' SANITARY SEWER MANHOLE (0-6')	(\$35,588.00)	(\$35,588.00)	\$0.00
6	DEL	VF	-16.86	\$238.00	EXTRA DEPTH MANHOLE	(\$4,012.68)	(\$4,012.68)	\$0.00
7	ADD	LF	60.00	\$33.00	EMBEDMENT MATERIAL	\$1,980.00	\$0.00	\$1,980.00
10	DEL	LF	-24.00	\$284.00	BORE & INSTALL 18" STEEL CASING	(\$6,816.00)	(\$6,816.00)	\$0.00
11	ADD	SY	30.62	\$867.00	OPEN & CUT CONCRETE REPAIR 6" THICK	\$26,547.54	\$0.00	\$26,547.54
Total Decrease							(\$33,576.68)	
Total Increase								\$29,682.54
Difference between column (3) & (4)								(\$3,894.14)
ORIGINAL CONTRACT AMOUNT								\$461,028.00
NEW CONTRACT AMOUNT WITH CO #1								\$537,131.25
NEW CONTRACT AMOUNT WITH CO #2								\$533,237.11

MINUTES
CITY COUNCIL MEETING
Council Workshop
September 30, 2016

The special meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Wednesday, September 28, 2016 before 12:00 p.m. and held Friday, September 30, 2016 in the Guthrie City Council Chambers.

Mayor Steven J. Gentling called the meeting to order at 1:00 p.m.

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

Members Absent: Jeff Taylor

Staff Present:	Kim Biggs	Randel Shadid	Jim Ahlgren
	Maxine Pruitt	Eric Harlow	Schellon Stanley
	Suzette Chang	Cody Mosley	Bennie Barker
	Charles Downey	Richard Romine	Lee Pearce
	Verdell Smith		

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

Discussion on Fiscal Year 2017 Budget. Discussion was held regarding the adopted budget for FY17 including the original amount requested from each department as compared to the amount approved through the budget process. The City of Guthrie budget is comprised of several funds that are separated for their different functions. The four major funds are the General Fund, the Guthrie Public Works Authority Fund, the Fire-EMS Fund, and the Airport fund. There are other smaller funds that deal with specialized operations, but do not amount to a large percentage of the City's annual operating budget. The FY17 proposed budget, including all funds and Interfund Transfers, is \$32,316,555 compared to \$23,539,501 in FY16 adopted budget, an increase in \$8,777,054 due to the proposed projects associated with the $\frac{3}{4}$ cent capital improvement sales tax (\$1,220,000); the additional money borrowed/available for capital improvement projects (3,000,000); the funding for grant related projects (1,787,507); the continued funding for both stabilization accounts; the proposed use of the OKC Waterline Fund for the construction of a low water dam (\$500,000); and, normal inflation costs associated with the operating budgets.

The City of Guthrie's primary sources of revenues are sales tax and utility revenues. The City budgeted \$4,775,000 in sales tax in FY16, and anticipates ending the year with sales tax revenue of \$4,879,499 of which \$108,885 is attributed to the $\frac{3}{4}$ cent capital improvement sales tax that was approved by the citizens in February 2016. The City expects sales tax revenue in FY17 to increase due to the additional $\frac{3}{4}$ cent sales tax and the establishment of new retail businesses in Guthrie. The sales tax revenue for FY17 is budgeted at \$6,100,000 and will be monitored monthly for adjustments. Utility Revenue is the predominant funding source for the Guthrie Public Works Authority. For FY17, a total of \$4,824,982 has been budgeted for utility sales. Of this amount, \$2,687,982 comes from water sales, \$925,000 comes from sewer, and \$1,212,000 comes from sanitation collections. This revenue does not include revenue from the CMOM Fee, Water Treatment Plant Fee, or Utility Billing Fee. These fees are earmarked for their specific purpose and are not budgeted through the Guthrie Public Works Authority Revenue. In addition to the Water Treatment Plant Fee, the WTP

fund also receives a transfer of \$845,635 from water sales in order to assist with the debt service on the Water Treatment Plant.

Other revenues include permits, franchise fees, user fees and municipal court assessments, fines and abatements. The total amount of revenue included in the FY17 budget without Interfund Transfers and Fund Balance is \$17,672,961. This number includes anticipated grant revenue and loan proceeds for all funds. The revenue for the four major operating funds which includes General Fund, Public Works, Fire-EMS, and the Airport Fund is \$15,271,015.

The Fire and EMS Department provides fire suppression, rescue, emergency medical services, fire prevention, safety education and fire investigation services to the citizens of Guthrie and the surrounding areas of Logan County from one centrally located station. The Fire and EMS Department provides EMS and rescue coverage to over 450 square miles of Logan County while our fire district encompasses 141 square miles. The total amount of expenditure in this fund is \$2,526,320.

The Guthrie Edmond Regional Airport provides the general aviation pilot and passengers an alternative to the busy airspace congestion of other larger airports in Central Oklahoma, with convenient access to the Central Oklahoma Metro Area for business and pleasure. All expenses incurred at the airport are paid 50% by the City of Guthrie and 50% by the City of Edmond. The City of Guthrie makes the initial payments and then receives reimbursement from the City of Edmond. All grants, revenues, operations, and capital projects are budgeted within this fund. FY17 projected revenues come from leases and fuel sales at the airport, Oklahoma Aeronautics Commission(OAC) and Federal Aviation Administration (FAA) grants, City of Edmond reimbursements and transfers from the General Fund. The total budgeted revenue for the Airport Fund is \$583,524. The fund relies on a \$49,560 transfer from the General Fund, \$35,000 from Fund Balance, and \$122,132 in revenue from the City of Edmond. Operational expenses are budgeted at \$207,524 for FY17. There is \$376,000 for capital projects in the budget. The capital projects are all grant funded with the City of Guthrie only paying 2.5% or 5% of the match.

Others items discussed:

DEFINITION OF CAPITAL IMPROVEMENTS

Ordinance No. 3277, known as the City of Guthrie Capital Improvements Sales Tax Ordinance, provides the definition of "purpose of revenues" for the additional ¾ cent sales tax. The term "capital improvements" shall have and be given the same meaning as set forth in 11 Oklahoma Statutes 2001 ~ 17-110, which states:

§11-17-110. Capital improvements - Definitions.

For the purpose of creating a capital improvement fund and expending money therefrom, capital improvement shall mean all items and articles, either new or replacements, not consumed with use but only diminished in value with prolonged use, including but not limited to roads and streets, drainage improvements, water and sewerage improvements, machinery, equipment, furniture and fixtures, all real property, all construction or reconstruction of buildings, appurtenances and improvements to real property, the cost and expenses related thereto of rights-of-way or other real property, engineering, architectural or legal fees, and payment for improvements for which subsequent reimbursement is made to the capital improvement fund.

Laws 1977, c. 256, § 17-110, eff. July 1, 1978.

Several items were identified during the budget workshop that qualifies as capital improvements and will be moved from the General Fund budget to the Capital Projects budget. A budget amendment will be placed on the next agenda for Council consideration.

Other capital items requested but not incorporated into the budget included improvements to GTV20 including audio upgrades to the Council Chamber. It was the consensus of councilmembers to discuss the items requested at a future workshop --- possibly the retreat when other CIP items will be discussed.

LARRY AND MICHELLE LADD – MORTGAGE – OLD FIRE STATION AND PARK BARN

- The old fire station (S. 2nd Street) was sold to Mr. Ladd on April 15, 2008 for \$250,000. Mr. Ladd paid \$25,000 down. The balance of \$225,000 is on a 15 year note with zero interest. He is currently 2 payments behind (August & September).
- The old park barn (W. Harrison Street) was sold to Mr. Ladd on June 5, 2008 for \$100,000. Mr. Ladd paid \$10,000 down. The balance of \$90,000 is on a 15 year note with zero interest. He is currently 2 payments behind (August & September).

JPMORGAN CHASE BANK - \$3,000,000 – BANCFIRST

BancFirst is the Trustee Bank for the funds borrowed from Chase Bank. BancFirst has invested the funds in a short term money market mutual fund as permitted by the terms of the document and so far we have received approximately \$115.00 in interest.

RURAL FIRE TAX

Fire Chief Harlow provided a brief description of the fire tax collected and administered by Logan County in Friday's meeting. The tax collected can be used for the following purposes: maintenance, repairs, personnel benefits, personnel training, equipment purchases and capital outlays of said fire departments.

FIRST CAPITAL TROLLEY

The FY17 budget currently has a line item of \$45,000 appropriated for the support of First Capital Trolley. Public transportation was identified as #18 on the Citizen Survey. I've asked Melissa Fesler to attend the October 18th workshop to make a formal request for funding. If this is the direction Council wants to go, a contract will need to be drafted and approved.

CITY RETIREMENT PLANS

The City currently has 4 retirement plans – Fire, Police, Management, Non-Union Employees:

Police Pension (Union)

- Employee Contribution: 8%
- City Contribution: 13%

Fire Pension (Union)

- Employee Contribution: 9%

- City Contribution: 14%

Management/ICMA (except for Kim Biggs – she is with OMRF)

- Employee can contribute: 0% (employee can pay into fund, most choose not to)
- City Contribution: 10%

Oklahoma Municipal Retirement Fund (non-union)

- Employees Contribution: 3.69%
- City Contribution: 7.47%

Adjournment. There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 3:14 p.m.

Kim Biggs, City Clerk

Steven J. Gentling, Mayor

MINUTES
CITY COUNCIL MEETING
Council Workshop
October 4, 2016

The special meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Friday, September 30, 2016 before 5:00 p.m. and held Tuesday, October 4, 2016 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 Jeff Taylor
 Sharyl Padgett Brian Bothroyd

Members Absent: Gaylord Z. Thomas Ed Wood

Staff Present: Kim Biggs Jessie Bryan Cody Mosley
 Suzette Chang Schellon Stanley

Mayor Gentling declared a quorum with five (5) Council Members in attendance.

Discussion of ODOT TAP Grant. Cody Mosley, Director of Community and Economic Development, and Brad Moulton of La Terra Studios discussed planning of the Downtown Improvements project to be funded by the Oklahoma Department of Transportation – Transportation Alternatives Program Grant, including pedestrian bump-outs to increase safety for pedestrians and aesthetic enhancements at the intersections of Oklahoma and Division and Harrison and Division. ODOT funds are available in the amount of \$678,000, but La Terra is working with ODOT to increase this amount to \$700,000, the maximum amount available through the grant awards. An Oklahoma Water Resources Board Grant may be available for draining materials. Mr. Moulton discussed use of pavers versus asphalt for durable enhancements to retain the historic feel while being cost-effective, as well as landscaping, non-bird-attracting trees, lighting, and sustainable designs. La Terra currently has 50% drawings and is evaluating the alley space. An increase in the contract with La Terra would be necessary to increase the project scope. Mr. Moulton also confirmed large trucks will still be able to make turns at these intersections, and noted that a partnership with ODOT may provide changes in traffic signals to assist in turns.

Discussion regarding Partnership Proposal with Meridian Technology Center for Entrepreneurial Development. Cody Mosley discussed a partnership between Meridian Technology Center, Guthrie America, and the City of Guthrie to establish a business incubator with remote learning tools to assist new and small local businesses in development and growth. For a \$750 monthly fee, the center will offer programs and education with dedicated staff at the Guthrie America workspace on 1st Street between Oklahoma and Harrison. Vice Mayor Wood asked that Meridian staff be invited to provide more information at a future City Council workshop.

Discussion of policy changes at Guthrie Public Library. Suzette Chang, Director of Guthrie Public Library informed the City Council that the current policy at Guthrie Public Library is to block an entire family from use of library resources if one member of a household accrues fines or charges. The Library asked to change the policy to only hold accountable the person who is responsible for the fines or charges. Vice Mayor Wood asked about fines and collection methods. Council Member Bothroyd suggested that the new program be enacted for library patrons upon the payment of any current balance of fines or charges.

Discussion of possible amendment to the Neighborhood Solutions contract. Interim City Manager Kim Biggs recommended an amendment to the agreement approved September 20, 2016 to change the \$5,000 payment from the City of Guthrie to instead pay for up to \$5,000 in utilities for Neighborhood Solutions.

Adjournment. There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 6:58 p.m.

Kim Biggs, City Clerk

Steven J. Gentling, Mayor

MINUTES
CITY COUNCIL MEETING
October 4, 2016

The regular meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Friday, September 30, 2016, before 5:00 p.m. and held Tuesday, October 4, 2016, in the Guthrie City Hall Council Chambers.

Mayor Gentling called the meeting to order at 7:06 p.m.

Members Present: Steven J. Gentling John Wood Jeff Taylor
 Sharyl Padgett Brian Bothroyd

Members Absent: Ed Wood Gaylord Z. Thomas

Staff Present: Kim Biggs Eric Harlow Jessie Bryan
 Schellon Stanley Suzette Chang Jim Ahlgren
 Don Sweger Cody Mosley

Mayor Gentling declared a quorum with five (5) Council Members in attendance.

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

- A. Consider approval of minutes of the Regular City Council Meeting held on September 20, 2016.
- B. Consider approval of minutes of the Special City Council Meeting held on September 23, 2016.
- C. Consider approval of the FY17 renewal of the Sports Field Use Agreement for the Logan County Soccer Club, Inc. for the 2017 season use of the Soccer Field at 300 N. Academy Road, waiving the 5% fee, as done in past years.

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

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

Mayor Gentling declared the motion carried unanimously.

Ordinance No. 3301. Motion by Council Member Taylor, seconded by Vice Mayor J. Wood, moved to approve Ordinance 3301. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion carried unanimously.

Guthrie Planning Commission Appointment. Jason Smedley, 1407 W Washington Ave, addressed the City Council in support of appointing Darryl Gellenbeck to the Guthrie Planning Commission.

Motion by Council Member Bothroyd to appoint Darryl Gellenbeck to the Guthrie Planning Commission. Motion died for lack of a second.

City Attorney Randel Shadid arrived at 7:13 p.m.

Guthrie Forestry Board Appointment. Motion by Council Member Bothroyd, seconded by Council Member Padgett, moved to appoint Charli Lau to the Guthrie Forestry Board. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion carried unanimously.

Proposed Oil and Gas Wells Ordinance. City Attorney Shadid discussed some of the points of the ordinance, including setback requirements, insurance requirements, spill prevention, size of catch basins, tank capacity, and letter of credit. Council Member Taylor requested that the Ordinance be discussed in a future workshop. Mayor Gentling echoed that the item would be addressed in a workshop and expressed the goal of balancing citizen protection with economic development through oil and gas. Council Member Taylor suggested this topic be discussed at a workshop. Randel agreed to draft a letter to council providing his recommendation.

A.J. Ferate, Representative of the Oklahoma Independent Petroleum Association, addressed the City Council regarding the proposed Oil and Gas Wells Ordinance, current regulations, advising against over-regulation, and stating willingness to attend a future workshop related to the proposed Ordinance.

Howard Ground, Representative of the Oklahoma Oil and Gas Association, addressed the City Council regarding the proposed Oil and Gas Wells Ordinance. He specifically addressed setback and noise, and wishes to work toward an Ordinance that allows production that is beneficial to mineral owners, land owners, the City, City Council and citizens.

City Manager's Report: Recognized City Park and Street departments for their work on the Bluegrass and Guthrie Escape festivals; informed local and state Chambers of Commerce would be hosting a town hall type meeting on October 11th at 6:00 p.m. in the Council Chambers about the State Questions, the Rotary Club Shred Day would host a Shred Day on October 8th from 9:00 a.m. to noon at 1st & Harrison, October 15th is an E-Waste Recycling Day from 10:00 a.m. to 4:00 p.m., and Homecoming is October 14th.

Requests/Comments from Members of the City Council: Mayor Gentling praised the work of Interim City Manager Kim Biggs, thanked the City staff for the support of Bluegrass and Guthrie Escape. Council Member Bothroyd thanked Interim City Manager Biggs and asked prayers for Maxine's healing. Vice Mayor Wood echoed Council Member Bothroyd's sentiments and requested a workshop item on Boards and Commissions appointments and advertising. Council Member Taylor echoed other Council Members' sentiments and mentioned recent OU and OSU football wins. Padgett praised Maxine's staff in her absence and explained a desire for Ward III representation on the Planning Commission. Mayor Gentling recognized Mr. Wallace Owens for his placement in the African American Hall of Fame.

Executive Session. Motion by Council Member Taylor, seconded by Council Member Padgett, moved approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, 307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of a public officer or employee (City Manager).

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

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

Mayor Gentling declared the motion carried unanimously at 7:35 p.m. Attending Executive Session were Mayor Gentling, Vice Mayor J. Wood, Council Members Thomas, Taylor, Padgett, and Bothroyd, Interim City Manager Biggs, and City Attorney Shadid.

Reconvene. Mayor Gentling reconvened the Guthrie City Council Meeting at 7:59 p.m. and stated no action was taken in Executive Session.

Consider action regarding City Manager. No action.

Adjournment. There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 8:00 p.m.

Jessie Bryan, Deputy City Clerk

Steven J. Gentling, Mayor



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

October 18, 2016

Contact

Suzette V. Chang,
Director of Library Services

Agenda Item

Consider approval to amend the Guthrie Public Library Policy, Part VI - Fines and Payments.

Summary

The policy states "should a patron card become blocked for any reason, all connected family members will also be blocked until the issue is resolved." This statement prevents usage of library services for customers in good standing and opposes the library mission.

Funding Expected Revenue Expenditure x N/A

Budgeted Yes No x N/A

Account Number Amount

Legal Review N/A Required Completed Date:

Supporting documents attached

- Copy of library policy

Recommendation

- Approve amendment request of the Guthrie Public Library Policy, Part VI - Fines and Payments.

Action Needed Public Hearing X Motion Emergency Clause

Guthrie Public Library

General Policies

Approved by Library Board 9-22-16
Approved by Guthrie City Council 7-21-15
(Resolution No. 2015-11)

The Guthrie Public Library supports the *American Library Association's Library Bill of Rights* with the attendant interpretations, the *Freedom to Read Statement*, the *Freedom to View Statement* and the *Statement on Confidentiality of Library Records*. The following policies are in no way meant to jeopardize or inhibit these principles or statements.

PART I: Mission Statement

To provide and to encourage the use of library resources and services where the Guthrie Public Library can best meet the evolving educational, recreational, and informational needs of the residents of Logan County and the City of Guthrie, thus enhancing individual and community life.

PART II: Circulation Policy

A. Eligibility for Library Cards

1. Resident Card

All residents of Logan County are eligible for a Guthrie Public Library card.

2. Non-Resident Card

Any person who does not qualify for a Guthrie Public Library card but wishes to borrow material from the library may be given a non-resident card for a fee (See attached fee schedule) which entitles that person to full library service for twelve months.

3. Institutional Card

Organizations with an educational mission may be eligible to receive an institutional card with the Library Director's authorization. Loan maximums will be set based on the institution's needs and the library's ability to meet those needs without jeopardizing services or materials available for other patrons.

4. Student Card

Students who attend school districts that serve Logan County are eligible for a library card. Proof of school enrollment or residence must be shown at the time of application and annually thereafter as applicable. Parents of minor children must sign the library card application in accordance with registration and renewal procedures.

B. Library Card Registration and Renewal

1. Library Cards for Adults

An application form must be completed for every person 18 and older wanting to borrow materials from the library. Proof of home address is required as part of the application process. Identification must include photo identification and any item showing name and current address, such as a recent utility bill, rent receipt, imprinted personal check, or valid current vehicle registration.

2. If an adult becomes incapable of making responsible decisions regarding library materials due to a mental disability, the library will amend or terminate library privileges.

3. Library Cards for Children

- a. The library requires that a parent or legal guardian have a personal library account and be present to sign the application form for their children 17 years or younger. This acknowledges responsibility for library materials checked out by their children and payment of any fines, fees or charges incurred by their children. Proof of custody must be shown if requested by library staff. Minor children must be attached to the parent or legal guardian's own library account.
- b. When a child reaches age 18, the patron may transition to an adult card under the adult card policy above. The account will then be detached from the parent or guardian.

3. Renewal of Library Cards

Library cards are issued for one year from the date of the application. Resident and institutional cards will be renewed upon confirmation that the patron's name, address, and phone number have not changed and updating the record if they have. Likewise, student cards will be renewed upon confirmation of the student's name, address, phone number, and proof of school enrollment or residence. Non-resident cards will be renewed upon confirmation of name, address, and phone number and payment of the annual fee.

C. Borrowing Records

Records of cardholders are confidential. The computer maintains records only for the current and previous borrower of a particular item.

D. Standard Loan Rules

1. A library card must be presented at checkout. A driver's license may be used in lieu of a library card on occasion but not on a regular basis. If a patron loses his or her library card, a replacement card must be purchased according to the fee schedule.
2. Patrons are responsible for materials checked out on their library card.
3. A maximum of ten (10) items, three (3) of which may be movies, may be checked out on a card. On the day a new library card is issued, only two (2) items may be borrowed. On the return of those items, the patron will have full privileges.
4. Patrons may renew items that are not on Reserve for another patron. Patrons may have two consecutive renewals. If the patron wishes to keep the item(s) longer, he or she must bring the item(s) into the library to be checked in and rechecked on the patron's card. Telephone renewals will be accepted.
5. Customers will be charged the replacement cost plus a \$5 processing fee for any item damaged while checked out on a customer's library card, regardless of who is in possession of the item, or any item damaged by a customer during in-library use. Customers who show proof of

substantial financial hardship may be given the option of a payment plan, the terms of which will be determined by the Director.

6. Any patron who claims to have returned an item which cannot be located or confirmed by library staff two (2) times will be prohibited from borrowing further materials. Borrowing privileges can be restored upon replacement or payment for the item of highest value.
7. The outdoor library book return is intended as a convenience to library patrons; however, the patron makes the choice to use or not use the outdoor book return and is therefore responsible for any theft or damage to items that occurs from using the outdoor book return.

E. Loan Periods

Materials may be checked out for the period defined in the chart below. A total of ten (10) items per card may be checked out. Reference books and items designated at “Non-Circulating” do not check out to the public.

Type of Material	Loan Period	Renewals	Checkout Limit
Books, Audiobooks (CD or Playaway), music CDs, Multimedia Kits, Periodicals, Encyclopedias	14 days	2	10 items per card
High demand items as determined by the Reserve wait list	7 days	None	1 high demand item per card
Video media	7 days	2	3 videos per card
Downloadable eMedia	7 or 14 days	Item dependent	6 items per card

F. Overdue Procedures

Library customers are responsible for tracking due dates for borrowed materials. If a customer chooses to provide a functional email address, the customer will receive courtesy system-generated emails that remind about approaching due dates and/or notify of past due items.

PART III. Collection Management

A. Responsibility for Collection Management

The Director of Library Services is responsible for selection and management of all library materials within the framework of this policy. Actual selection and management activities are shared among trained library staff who shall discharge this obligation consistent with this policy and established procedures.

B. Guidelines for Selection

1. Materials will be chosen in accordance with the stated mission of the library and the following guidelines. The order of the criteria does not indicate relative importance.

- a. Community needs, interests and demands.
- b. Relationship to existing materials in order to achieve a balanced collection.
- c. Clarity, accuracy and objectivity of information and/or presentation.
- d. Suitability of subject, style and reading level for the intended user.
- e. Positive reviews in selection aids.
- f. Artistic, literary, historic and/or scientific merit.
- g. Reputation and/or authority of the author, editor, illustrator or publisher.
- h. Price in relation to total budget, availability and demand.
- i. Format and durability.
- j. Availability of shelf space.

1. Audio-Visual Media

New audio-visual media that are introduced into the marketplace are studied carefully to assess their suitability for public library use. If it is determined that they will receive lasting and wide-spread public acceptance, collections of new forms will be added to the library according to the selection criteria above.

2. Video Collection

a. Non-fiction/Non-theatrical videos. Definition of non-theatrical videos: general interest non-fiction and short fiction works produced for the education and home video markets, including items such as documentaries, how-to, self-paced learning and instruction, travel, music, health and fitness, dance, theater, inspiration, etc. Non-theatrical videos are purchased when the format provides a useful way of presenting information to a patron. Titles are acquired in all general subjects.

b. Entertainment/feature videos. Definition of feature videos: full-length dramatizations including foreign and U.S. produced contemporary films and classics. The library will provide entertainment feature films for adults and children that are established classics, major award winners, film versions of books, important representative films from other countries, and titles from the "Best Films" lists that are periodically published by critically-recognized journals and reviewers. Final selection will be based on judgment of the film's overall merit, using several specific criteria. To be acquired, a film will meet at least one of the following criteria: be of present and potential relevance to community needs; provide insight into human and social needs; provide high quality performances; be produced with technical skill; or be an outstanding example of artistic expression. In addition, feature films determined to be appropriate for general family viewing may also be added to the collection.

4. Paperback Books

Paperback books will be purchased and catalogued only if unavailable in hardback form.

5. Selection Aids

Professional reviewing media and in-library inspection are used for selection of materials.

6. Materials Not Selected

a. Rare Books

Since it is the public library's function to make materials available to all users, the Guthrie Public Library does not collect rare or unusual materials that require special handling. Rare publications pertaining to Guthrie or Logan County will be given to the Oklahoma Territorial Museum or another appropriate institution for preservation and protection.

b. Genealogy Materials

The library collects basic materials on genealogical research but does not collect more specialized publications such as family histories.

c. Textbooks

The library does not buy textbooks, including those used by the local schools, colleges or universities.

7. Gifts

Gifts are accepted with the understanding that they will be evaluated with the same criteria used for purchased materials. If they do not meet these standards, they may be conveyed to the Friends of the Guthrie Public Library for the benefit of the library or disposed of if condition warrants.

C. Deselection, Replacement and Disposal

1. In order to maintain a vital, current collection that meets the needs of the community, examination of materials is an ongoing process performed by staff using the Continuous Review Evaluation Weeding (CREW) method. An item is considered for disposal when it is obsolete or outdated, damaged or worn beyond use, no longer circulating and/or used for reference purposes, or one of many copies of a formerly popular title.
2. A work chosen for disposal may be replaced with another copy of the same title or another work on the same subject.
3. The aids used for selection of materials will also be used when examining materials to be deselected.
4. Deselected items without resale potential due to excessive damage will be disposed of in the dumpster. All other items are donated to the Friends of the Guthrie Public Library or other non-profit organizations.

D. Patron Objections to Library Materials

Library patrons may suggest books or other materials to be removed from the collection. When a patron wishes to suggest a material to be removed from the collection, the following procedure is followed:

1. A member of the library staff explains the selection policy to the patron. If the patron wishes, s/he may submit a written request to review an item to which the patron has objections.

2. The completed form is reviewed by one or more members of the library staff who have responsibility for materials selection and by the Director of Library Services. Library staff will objectively review the resource in question to ascertain that the selection criteria and principles stated in this policy were applied in the selection process. A written response will be provided to the library user making the request, and the Director of Library Services will notify the Library Board of each request submitted.

3. In the event that the library user who initiated the request is not satisfied with the response of the Director of Library Services, s/he may submit a written request that the item be placed on the agenda of the next regularly scheduled meeting of the Library Board. This request must be received by the Director of Library Services no later than seven (7) work days before the board meeting in order to meet the requirements of the Open Meeting Act. The Board may handle the matter as a body or refer the question to an advisory committee for a recommendation. In either case, a letter will be sent to the library user informing him or her of the Board's decision.

4. Library resources are not removed from the collection during the review period. Copies of the materials in question may be checked out as evaluation copies for use by the members of the staff and the Library Board.

PART IV. Interlibrary Loan (ILL)

A. Interlibrary Loan Service

1. If the patron requests an item that the library does not own, s/he may borrow it through Interlibrary Loan. The patron must fill out an Interlibrary Loan request and have a valid Guthrie Public Library card with no items overdue and no unpaid fines. A limit may be placed on the number of items a patron may request through Interlibrary Loan.
2. Patrons will be contacted by telephone or email when the requested ILL item is available. Requested items will be held for seven (7) days before being returned to the owning library.

B. Charges for Interlibrary Loan

The patron is charged the cost of shipping plus any fines or fees assessed by the owning library including charges for lost or damaged items. Shipping is the cost of postage, as determined by the weight of the item and current postal rates, for returning the item to the owning library. Failure to claim an ILL item within the seven (7) day hold period does not excuse the patron from ILL charges.

PART V. Reserves

Library materials unavailable for checkout may be placed on reserve. Patrons will be contacted by telephone, or email as soon as the requested item becomes available. Requested items will be held for three (3) days.

PART VI. Fines and Payments

Fines and fees will be charged to patrons according to the Fee Schedule adopted by the Guthrie City Council. Fines and other outstanding charges will be brought to a patron's attention at the checkout desk. Patrons with a fine of \$5.00 or more may not borrow items or use the public access computers. Patrons with fines or fees older than 90 days will be Temporarily Barred from library services until their account is paid in full. **Should a patron card become blocked for any reason, all connected family members will also be blocked until the issue is resolved.**

PART VII. Patron Behavior and Library Usage

The Guthrie Public Library adheres to the *Library Bill of Rights* and maintains that all patrons, regardless of origin, age, background or views, are free to study, read, and utilize library materials without the fear of harassment, intimidation, physical threats, or undue distractions. In order to protect these rights of the patrons, users must obey all library policies and procedures, including spoken directives from staff which constitute policy. Failure to comply may result in loss of privileges. The following activities will be monitored in the library:

1. Smoking, use of tobacco products of any kind, and electronic smoking devices are prohibited inside the library and outside on library (City of Guthrie) property.
2. Food is permitted only in the library meeting room and foyer. Proper disposal of waste is required or privileges will be revoked.
3. Beverages in spill-proof containers are permitted in the library. Proper disposal of waste is required or privileges will be revoked.
4. Soliciting will be strictly prohibited.
5. A responsible adult must accompany and actively attend young children in the library at all times.
6. Weapons, recreational wheels, and pets (with the exception of service animals) are strictly prohibited in the library and on library grounds. Bicycles are to be parked in designated racks.
7. Individuals who are disrupting other patrons will be asked to discontinue their disruptive behavior or leave the library.
8. Damaging library materials or property is strictly prohibited and will be reported to the proper authorities.
9. Patrons will be asked to place their electronic devices on vibrate or silent and accept and/or place calls outside the library.

Any patron who violates the library's rules may be expelled from the premises for 24 hours. The library staff will contact the Guthrie Police if necessary.

PART VIII. Computer Policy

The Guthrie Public Library provides computers for public use. Computers are available for document preparation and access to various electronic resources including the Internet, library catalogs, and databases.

A. Conditions and Terms of Use in the Library

1. All computer users must read the policies and procedures for library computer and Internet usage and sign an Acceptable Use Agreement. If the user is under the age of eighteen (18), his/her parent or legal guardian must also read and sign the agreement in the presence of library staff.
2. Users must treat library materials and equipment in a responsible manner in order to preserve the equipment and insure availability for other users. Users must not interfere with the operation of any computer, including altering, damaging or destroying data or computer programs or installing or downloading software to the computers.
3. Users must not use any library computer for any illegal or criminal purpose including copying resources that are protected by copyright. Such resources may include, but are not limited to, software, data, text files, images, and sounds. The library reserves the right to confiscate illegal copies that are created with library equipment.
4. Users must not access, view, upload, download, or otherwise distribute or knowingly receive materials that are pornographic or obscene. In accordance with the Children's Internet Protection Act, and other state and federal laws and regulations, users must not access, view, upload, download, or otherwise distribute or knowingly receive visual images that are harmful to minors.
5. Users may save files to USB drive.
6. Staff will gladly assist Internet users but cannot provide extensive instruction. During certain hours of operation, staff time may be severely limited.
7. Material may be printed from the Internet or from programs installed on the public access computers using the public access printer. Fees for printing are determined by the City Council.

B. Access to Internet Resources

1. The Internet is an unregulated medium that offers access to a wealth of material that is personally, professionally and culturally enriching to individuals of all ages. The Internet also enables access to some material that may be offensive, disturbing, and/or illegal. The library cannot control or monitor all material accessed by patrons and networks via the Internet; however, in accordance with the Children's Internet Protection Act, technology protection measures will be utilized. Such measures will include filtering software and/or hardware. Individual users must accept responsibility for determining content suitability of unfiltered sites. Users are encouraged to inform library staff if visual images that are pornographic, obscene, or harmful to minors are unfiltered. Adult users may request that a staff member disable the filter for their use.
2. Parents of minor children have full responsibility for their child's use of the library's Internet terminals. Just as parents are encouraged to discuss appropriate use of other library materials, the library encourages parents to discuss with their children the appropriate use of electronic resources available through the Internet. Parents are encouraged to discuss with their children the hazards of releasing personal information on the Internet.
3. Because the library's ability to provide Internet access is limited, the library reserves the right to allow or restrict access to selected sites to insure the most efficient use of resources. The library also reserves the right to ask users to refrain from displaying computer images that are inappropriate for public viewing.

C. General Information Regarding Use

1. Computers are available on a first-come, first-served basis.
2. Patrons with a fine of \$5.00 or more may not use the public access computers. Patrons with fines or fees older than 90 days will be Temporarily Barred from library services until their account is paid in full.
3. All users are required to check in and out with library personnel. Temporary users (visitors or residents needing one-time access) will be granted Internet access upon showing a photo identification, completing a Computer Guest Pass, and signing the Internet User Agreement form.
4. There is a 30 minute time limit on computer desktops unless no other users are waiting. That period may be shortened based on high usage or peak periods as determined by the library director or his/her designee. Time may be extended as circumstances allow.
5. No more than two people may be seated at a computer workstation.
6. Users leaving the computer for more than five minutes will be asked to give up their time at the computer for other users.
7. Computers may be reserved for training purposes. Advanced scheduling is required and a fee may apply in accordance with the fee schedule.

D. Failure to Comply with Policies and Procedures

1. Failure to comply to use the computers or Internet access, as defined in this policy, will result in the loss of computer and Internet privileges and possible legal action.
2. Users are financially responsible if noncompliance results in damage to library computers, equipment, and software. A bill for technical support, repair, and replacement of equipment/software will be issued to the user.
3. An illegal use will be reported to the proper authorities.
4. All restrictions may be appealed to the Library Board for review and consideration.

PART IX: Meeting Room

A meeting room is available for no charge to groups engaged in non-commercial and non-profit activities. For-profit groups may use the meeting room for a fee to be determined by the City Council. Meeting facilities are not available to individuals for private parties, self-promotional activities or other personal use. The meeting room may not be used for fundraising purposes unless the funds raised directly benefit the library. Registration fees covering materials and/or speakers are permitted. Buying and selling are not permitted. The library may not be used as the primary meeting place for any organization or group for regularly scheduled meetings. Exceptions are library sponsored groups or programs. The meeting room will be reserved on a first-come, first-served basis.

Each group is responsible for ensuring its program is in compliance with applicable state and federal statutes (i.e. Open Meetings Act, Copyright Law, ADA, etc.). The booking organization is responsible for the following: arranging the room to suit its needs; returning the room to its original arrangement; leaving the room in a neat, clean and orderly condition; reimbursing the City of Guthrie for any special cleaning needed and/or any repair or replacement of library property or equipment.

The use of the library meeting space by any organization does not necessarily constitute an endorsement of that organization's policies or beliefs by the Guthrie Public Library or the City of Guthrie.

PART X: GPC Resource Center

The GPC Resource Center is available for public use during library hours. All users must check in at the library's circulation desk before each use. First-time users must be trained on the use of the equipment and have a signed liability waiver on file. Use of the equipment and facility is free. Expendable materials are charged at cost. Revenue from the GPC Resource Center will be used to restock materials and supplies.

PART XI: Notices and Exhibit Space

Notices and materials for distribution for non-commercial and non-profit activities may be displayed in designated areas with prior approval by library staff. Exhibit space is available only for the display of library-sanctioned exhibits. Notices and materials displayed do not imply Library or City of Guthrie endorsement.

PART XII: Powers and Duties of the Library Board

The Guthrie Public Library Board shall:

- A. Act in an advisory capacity to the Director of Library Services on all policy matters.
- B. Promote the services of the library in the community.
- C. Become familiar with state and local library laws.
- D. Assist in the hiring of the Director of Library Services by participating in the recruitment and interview process and making a recommendation to the City Manager.
- E. Review the proposed annual program of services and capital improvement requests following preparation by the Director of Library Services.

Guthrie Public Library

Fee Schedule

Revised June 2015 (Resolution 2015-11)

A. Library Cards

1. Patrons will receive their first card free of charge.
2. A fee of \$1.00 will be charged for replacing lost or stolen library cards.
3. An annual fee of \$30.00 will be charged for non-resident cards.

B. Fines for Overdue Library Materials per Day

1. Books, audiobooks (CD or Playaway), music CDs, multimedia kits, periodicals, encyclopedias: \$.10 per item with a maximum charge of \$5.00
2. Video media: \$.50 per item with a maximum charge of \$10.00

C. Lost or Damaged Materials

The fee paid for the replacement of lost items is non-refundable even if the item is found and returned at a later date. Partial payment of accumulated fines and bills will be accepted.

1. Materials that are still available for replacement: \$5.00 plus replacement cost
2. Materials that are no longer available for replacement: \$5.00 plus the retail price at the time of purchase
3. DVD cases: \$1.50
4. DVD covers: \$3.00

D. Copies and Prints, per page

Photocopies, single sided, letter and legal size:	\$.10
Photocopies, double sided, letter and legal size:	\$.15
Photocopies, single sided, ledger (11" x 17"):	\$.20
Photocopies, double sided, ledger (11" x 17"):	\$.30
Computer prints:	\$.10
Color copies or prints, add \$.40 to above fees	
Photocopies and computer prints, customer provides paper: discount of \$.05	
Staff must inspect/approve paper and assist with copies	

E. Fax

1. Sending: \$1.00 per page
2. Receiving: \$1.00 per page
3. Long distance faxes: \$1.25 per page

F. Meeting Room

1. No fees are charged to library, library-related groups or other city departmental groups at any time.
2. No fees are charged to non-profit civic, professional, and educational organizations during library operating hours unless food and/or beverages are served. If refreshments are served, the group is assessed a \$10.00 fee.
3. For-profit groups may rent the room during library hours for \$10.00 per hour. If applicable, the refreshment fee is added.
4. Meetings must be scheduled to take place during library hours. Special arrangements for meetings outside library hours may be arranged. An additional fee of \$15 per hour or any part of any hour will be added should meetings begin prior to or extend beyond regular operating hours. A 10-minute warning will be given by library staff prior to closing.

G. GPC Resource Center

1. Users will be charged the cost of expendable materials used.
2. Use of the equipment and facility is free.

H. Other

1. Interlibrary Loan: Actual postage cost
2. Notary Services: Free



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

October 18, 2016

Contact

W. Don Sweger,
Chief of Police

Agenda Item

Consider approval to accept a \$125,000.00 Office of Community Oriented Policing Services (COPS Office) grant awarded by the United States Department of Justice (DOJ) to the Guthrie Police Department.

Summary

The police department is requesting approval to accept a \$125,000.00 VOCA grant from the COPS Office. This grant will allow the police department to add one (01) School Resource Officer (SRO) to our staff.

Funding Expected X Revenue X Expenditure N/A
Budgeted X Yes No N/A
Account Number TBD Amount \$125,000.00 (Award)
TBD \$56,930 (Match)
Legal Review X N/A Required Completed Date:

Supporting documents attached

- COPS Office notification of SRO grant award

Recommendation

Approve acceptance of grant

Action Needed Public Hearing X Motion Emergency Clause

From: [Office of Community Oriented Policing Services \(COPS\)](#)
To: [Don Sweger](#)
Subject: Re: COPS Hiring Program Award - LE
Date: Monday, October 03, 2016 8:45:34 AM

Letterhead: Office of Community Oriented Policing Services (COPS Office), U.S. Department of Justice



October 3, 2016

Chief of Police Don Sweger
Guthrie, City of
306 West Oklahoma
Guthrie, OK 73044

Re: COPS Hiring Program Award #2016UMWX0068
ORI#: OK04201

Dear Chief of Police Sweger:

Congratulations! On behalf of Attorney General Loretta E. Lynch, I am pleased to inform you that the Office of Community Oriented Policing Services (COPS Office) has approved your agency for 1 officer positions under the 2016 COPS Hiring Program (CHP). The estimated amount of federal funds to be awarded to your jurisdiction over the three-year award period is \$125,000. Your local cash match will be \$56,930. Your agency may use CHP award funding to hire new officers or rehire officers who have been laid off or are scheduled to be laid off on a specific future date, as a result of local budget reductions, on or after the official award start date. Please note that any changes to the awarded hiring categories require an official review and approval by the COPS Office.

To officially accept and begin your CHP award, your agency must access the COPS Office website at www.cops.usdoj.gov and select the Account Access link in the upper-right corner to log in, review, and electronically sign the Award Document (including Award Terms and Conditions) and any special conditions as applicable. If your agency was awarded funding for School Resource Officers (SRO), a Memorandum of Understanding (MOU) must be signed by the law enforcement executive and designated representative for the school/school district and submitted to the COPS Office for review. More details about the process and deadline for MOU submission will be provided in a subsequent document. In addition, *COPS Office-funded SROs are required to complete a National Association of School Resource Officers (NASRO) Basic School Resource Officer Course no later than nine months after the date shown on the this letter.* More details about the mandatory training will be provided in a subsequent document. These documents, along with your Award Document and official Award Congratulatory Letter, will be placed in your online account on or around October 1, 2016.

To electronically sign your Award Document, the appropriate Account Roles with E-

Signature and User Permissions must be established and assigned in the COPS Office Agency Portal. The Agency Portal Instruction Manual, currently available on the COPS Office website at <http://cops.usdoj.gov/pdf/UserGuide.pdf>, has been enhanced to include a Quick Step Guide. This guide will provide your agency with all of the information needed to successfully establish Account Roles and assign User Permissions in preparation to sign the Award Document, as well as manage many aspects of your CHP award online. Please review and follow these steps carefully as this is the only method for signing your Award Document.

The CHP award start date is **September 1, 2016**. Therefore, your agency can be reimbursed for allowable and approved expenditures made on or after this date. Please be advised that some of your requested items may not have been approved by the COPS Office during the budget review process. When you receive your award package, please carefully review your Financial Clearance Memorandum (FCM) to determine your approved budget, as award funds may only be used for approved items. The FCM will specify the final award amount and will identify any disallowed costs. We strongly encourage you to immediately visit CHP web page at <http://cops.usdoj.gov/Default.asp?Item=2367> and access a supplemental online award package that contains a variety of important and helpful documents that will assist you with the implementation of your award, including the 2016 CHP Award Owner's Manual, which specifies the programmatic and financial terms, conditions, and requirements of your award. Please print out a copy of your application and maintain it with your award file records.

As a reminder, all positions awarded under CHP (or an equal number of veteran officers) must initiate or enhance community policing in accordance with the community policing strategy described within Section 6 of your application. If, for any reason, your agency finds that your community policing strategies have significantly changed from those outlined in your application (e.g., because you received fewer officers than originally requested and thus must alter the scope of your community policing strategies), please revise the strategy accordingly and submit it to the COPS Office for review and approval.

As part of 2016 CHP, your agency will be required to submit quarterly Federal Financial Reports (SF-425) as well as quarterly program progress reports. CHP award recipients should be prepared to track and report CHP funding separately from other funding sources (including other COPS Office and federal awards) to ensure accurate financial and programmatic reporting on a timely basis. Your agency should ensure that you have financial internal controls in place to monitor the use of CHP funding and ensure that its use is consistent with the award terms and conditions.

Also, please remember that CHP award recipients must retain all sworn officer positions funded under the 2016 CHP award for a minimum of 12 months following the 36-month federal funding period. The retained CHP-funded position(s) should be added to your law enforcement budget with state and/or local funds, over and above the number of locally-funded positions that would have existed in the absence of the award. In your 2016 CHP application, your agency was required to affirm that it plans to retain the additional officer positions funded following the expiration of the award, and to identify the planned sources of retention funding. If, during the life of the award, you have questions regarding the retention requirement or your retention funding sources, please contact the COPS Office for assistance.

We look forward to working with your agency in a productive partnership to further your community policing efforts. If you have any questions about your award, please do not hesitate to call your Grant Program Specialist through the COPS Office Response Center at 800-421-6770.

Sincerely,

Ron davis



Ronald L. Davis
Director

This email was sent to dsweger@cityofguthrie.com using GovDelivery, on behalf of: Office of Community Oriented Policing Services (COPS) · 145 N St, NE · Washington, DC 20530 · 800-421-6770



Agenda Item Cover Letter

Meeting

City Council
 GPWA

 Other: _____

Date of Meeting

October 18, 2016

Contact

Cody Mosley,
Community & Economic
Development Director

Agenda Item

Consider approval to amend the contract with La Terra Studios for the design of streetscape project funded through the Transportation Alternatives Program (TAP).

Summary

The Oklahoma Department of Transportation (ODOT) has awarded the City of Guthrie, Oklahoma \$678,000 through the TAP grant funds for streetscaping and pedestrian enhancements along Division Street.

La Terra Studios was awarded the original contract for the project in May of 2014. The original contract for design included improvement efforts at Division St. & Oklahoma Ave. New grant funding will allow for design and installation of enhancements from the alley north of Oklahoma Ave. to the alley south of Harrison Ave. along Division Street including intersections. New design fees total \$55,500.00.

Funding Expected	_____ Revenue	_____ Expenditure	<input checked="" type="checkbox"/> N/A
Budgeted	_____ Yes	_____ No	<input checked="" type="checkbox"/> N/A
Account Number	<u>30-30-05-6576</u>	Amount	_____

Supporting documents attached:

- La Terra Agreement

Recommendation

Approve amending contract for La Terra Studios to include design for new scope through TAP funds.

Action Needed _____ Public Hearing Motion _____ Emergency Clause

October 13th, 2016

MR. Cody Mosley
City of Guthrie
101 N. 2nd Street
Guthrie, OK 73044

Re: Additional Services Request #2
Downtown Guthrie Streetscape

Increased scope of project to design streetscape for ODOT TAP Grant Project:

Dear Mr. Mosley:

la terra studio has been requested to provide an additional service request for professional services on the above referenced project. The original Scope of Work of our initial contract dated May 13th, 2014 is attached. The additional services are as follows:

Design and Documentation:

Based on discussions with ODOT, and the City of Guthrie *la terra studio*, will design the Division Street streetscape from the alley south of Harrison St. to the alley north of Oklahoma Ave. in anticipation to have a complete biddable set for the entire streetscape. The increased scope will include:

- Sidewalks with enhanced paving
- New curb and gutter throughout project
- New surface for parallel parking lanes
- Civil design of curb, gutter, parking areas and associated drainage
- Grading and drainage associated with additional design
- Lighting layout and design
- Pedestrian improvements to the alley between Oklahoma and Harrison and east of division. If updated budget allows improvements may include but not limited to:
 - Survey
 - Festoon overhead lighting
 - Organization of dumpster locations
 - ADA accessibility
 - Pavement improvements where needed

The additional service is based on an anticipated ODOT TAP maximum funding of \$700,000 as part of an 80% - 20% match program. The increased project budget is anticipated to change to approximately \$900,000 from the original \$200,000 budget.

Work to date is accounted for in this proposal and used to calculate the fee for additional services.

knowledge. creativity. passion.



FEE

Additional Design and Documentation

\$ 55,500.00

la terra studio, inc.

MP Black

Michael Black, ASLA, RLA
Principal – CEO

10.13.2016

Date

Accepted By:

Date



Agenda Item Cover Letter

Meeting

City Council
 GPWA
 Other: _____

Date of Meeting

October 18, 2016

Contact

Kim Biggs,
Interim City Manager

Agenda Item

Discussion and possible action on authorizing the City to sell at auction the property located at 912 West Logan.

Summary

Staff has been approached about selling the property located at 912 West Logan – legal description:

WEST GUTHRIE LOTS 19 & 20 BLOCK 13

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	_____	Amount	TBD _____
Legal Review	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>10-6-16</u>

Supporting documents attached

- Property Information from Logan County Assessor
- Overhead Map of Property

Recommendation

Approve authorizing the City to sell at auction the property located at 912 West Logan.

Action Needed Public Hearing Motion Emergency Clause



LOGAN

Data provided by TISHA HAMPTON County Assessor

Property Information - Date 10/14/2016

The LOGAN County Assessor's Office has made every effort to insure the accuracy of the data contained on this web site; however, this material may be slightly dated which could have an impact on its accuracy.

The information must be accepted and used by the recipient with the understanding that the data was developed and collected only for the purpose of establishing fair market value for ad valorem taxation. Although changes may be made periodically to the tax laws, administrative rules and similar directives, these changes may not always be incorporated in the material on this web site.

The LOGAN County Assessor's Office assumes no liability for any damages incurred, whether directly or indirectly, incidental, punitive or consequential, as a result of any errors, omissions or discrepancies in any information published on this web site or by any use of this web site.

Assessment Data		Primary Image					
Account	420003195	No Image On File					
Parcel ID	005120-013019-180000						
Cadastral ID	3245						
Property Type	REAL - Real Property						
Property Class	ECIUPR						
Tax Area	2 - GUTHRIE CITY I-1						
Lot Size	2.00 - Lots						
Owners Name							
	CITY OF GUTHRIE						
	GUTHRIE, OK 73044-0000						
Parcel Location		Image Date					
Situs	00912 W LOGAN						
Subdivision	West Guthrie						
Lot/Block	0019 / 0013						
Sec/Twn/Rng	8 - 16N - 2W - 7						
Neighborhood	11002 - West Guthrie						
Legal Description							
WEST GUTHRIE LOTS 19 & 20 BLOCK 13							
Valuation	2016	2015	Est. Tax Detail-2015 Millages				
Fair Market Value	100	100	C001	LOGAN COUNTY			
Taxable Value - Capped	0	0		GENERAL FUND	13.4	10.24	.00
				COMMON FUND	5.4	4.09	.00
Assesment Ratio	11%	11%		HEALTH FUND	3.4	2.56	.00
Gross Assessed	0	0	S011	GUTHRIE ISD			
Exemptions	0	0		GENERAL FUND	47.0	35.84	.00
Net Assessed	0	0		BUILDING FUND	6.7	5.12	.00
				EMS DISTRICT	3.9	3.00	.00
			TGUT	GUTHRIE CITY			
			VT16	VO-TECH DISTRICT 16			
				GENERAL FUND	13.4	10.25	.00
				BUILDING FUND	6.7	5.12	.00

Google Maps 913 W Logan Ave

N.



Google

October 18, 2016

S.



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

October 18, 2016

Contact

Kim Biggs,
Interim City Manager

Agenda Item

Discussion and possible action on amending the contract with First Capital Neighborhood Solutions.

Summary

On September 20, 2016 the City Council approved a contract with the First Capital Neighborhood Solutions (FCNS) to lease 2003 W. Warner and its property for \$1.00 per year. The contract stated that the City of Guthrie will pay FCNS \$5,000 per year to cover utilities. FCNS is requesting the agreement be amended to state that the City will pay all utilities as billed each month with the understanding that it not exceed \$5,000 annually.

Funding Expected Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number Various Amount \$5,000
Legal Review N/A X Required Completed Date: 10/14/16

Supporting documents attached

- Amended Contract

Recommendation

Approve amended contract.

Action Needed

Public Hearing X Motion Emergency Clause

CONTRACT

This Contract is entered into between the City of Guthrie, Oklahoma (“the City”), an Oklahoma municipality, with principal offices at 101 North 2nd Street in Guthrie, Oklahoma 73044 and First Capital Neighborhood Solutions Foundation (“FCNS”), a Domestic Not For Profit Corporation, with principle offices at 101 North 2nd Street in Guthrie, Oklahoma 73044;

Whereas, the City requires the services of FCNS as a service provider to the City in the completion of certain tasks related to the ongoing planning and operations of various community development programs to be applied for or currently administered by the City, as detailed herein;

WHEREAS, FCNS is a nonprofit organization with the missions to provide resources that will strengthen, develop, and improve neighborhoods in Guthrie and has agreed to provide said services, to the extent outlined herein;

NOW THEREFORE, in consideration of the premises and conditions set forth below in the party’s contract;

Section 1

Term, Termination, and Expansion

- 1) The term of the contract shall be from October 1st, 2016 through September 30th, 2017, **and shall automatically renew each year.**
- 2) The contract may be terminated for cause by either party with **one hundred eighty (180)** calendar days written notice to the addresses noted herein.

Section 2

Scope of Services

FCNS agrees to organize and provide the following services:

- 1) Neighborhood Watch groups
- 2) Grant assistance for neighborhood groups
- 3) Grant assistance and financial assistance to qualified individuals repairing their homes
- 4) Financial assistance to qualified borrowers for home ownership
- 5) Financial counseling and credit report repair
- 6) Workshops and forums
- 7) Beautification programs
- 8) Speakers Bureau
- 9) A mechanism for neighborhoods and City Hall to work together
- 10) FCNS will provide ongoing technical services to the City on an on-demand basis for such other tasks as the City may determine.

Section 3
Payment Schedule, Terms and Conditions

- 1) The City agrees to lease 2003 W. Warner and its property to the FCNS for the amount of \$1.00 per year.
- 2) During the term of this Lease, the City shall supply the Premises with a reasonable amount of air conditioning and heating as required by the season. The City shall also provide its usual light, electric power and water, as now installed.
- 3) The City shall pay when due all assessments, water charges, sewer charges, internet charges, telephone charges, and electricity charges assessed against the Premises as billed per month with the understanding that it not exceed \$5,000 annually.

Section 4
Understanding and Authorization

This Contract shall constitute the entire understanding of the parties and any other understanding or representation of any kind shall not be binding upon either party. Each party represents that they are authorized by their organization to enter into this Contract and to bind their organization to its terms.

Section 5
Modification

Any modification of this Contract or additional obligations assumed by either party in connection with this Contract shall be binding only if placed in writing and signed by each party or an authorized representative thereof. Should any portion of this Contract be found to be in invalid it shall not be deemed to invalidate the entire Contract.

Section 6
Assignment

The rights of either party under this agreement may not be assigned or transferred to any other person, firm, corporation or other entity, without the prior, express written consent of the other.

Section 7
Law

This Contract shall at all times be governed, construed and enforced by the laws of the State of Oklahoma. Prior to any litigation, disputes arising from this Contract shall be subject to

arbitration as defined in accordance with the laws of the State of Oklahoma. The venue for any and all arbitration shall be in Logan County, Oklahoma.

Section 8 Notifications and Record Retention

1) All notifications concerning this Contract shall be sent to the following addresses:

To: The City of Guthrie at:
City of Guthrie
P.O. Box 908
Guthrie, OK 73044

To: First Capital Neighborhood Solutions at:
First Capital Neighborhood Solutions
P.O. Box 908
Guthrie, OK 73044

2) First Capital Neighborhood Solutions agrees to provide access by the City, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.

IN WITNESS WHEREOF, each party has caused this Contract to be executed on the date indicated below, on this, the _____ of _____, _____.

The City of Guthrie

BY: _____

Steven J. Gentling, Mayor

DATE: _____

First Capital Neighborhood Solutions

BY: _____

Sue DuCharme, Director

DATE: _____

CITY OF GUTHRIE
MONTHLY TREASURER'S REPORT
September 30, 2016

	BANK OR DEPOSITORY	ACCT. TYPE	RATE	DATE OF MATURITY	BEGINNING BALANCE	DEPOSITS	WITH- DRAWALS	ENDING CASH BALANCE
General	InterBank	MM	0.15		\$168,306.04	\$18,035.34	\$170,000.00	\$16,341.38
	F & M Bank	MM	0.25		\$502,338.62	\$1,043,793.05	\$1,175,948.41	\$370,183.26
	Total: General Fund				\$670,644.66	\$1,061,828.39	\$1,345,948.41	\$386,524.64
Stabilization Fund	F & M Bank	MM	0.50		\$935,861.04	\$18,595.67	\$0.00	\$954,456.71
Cemetery Care	F & M Bank	MM	0.25		\$38,383.81	\$900.45	\$0.00	\$39,284.26
Hotel/Motel Tax	F & M Bank	MM	66.67%	Tourism	\$17,278.50	\$9,486.62	\$7,517.97	\$19,247.15
		MM	33.33%	Parks	\$70,368.76	\$3,992.69	\$362.22	\$73,999.23
		MM	5.00%	Admin Fee	\$17,533.83	\$630.49	\$0.00	\$18,164.32
	Total: Hotel/Motel Tax				\$105,181.09	\$14,109.80	\$7,880.19	\$111,410.70
Sinking Fund	InterBank	MM	0.00		\$455.05	\$0.00	\$0.00	\$455.05
GEDA	F & M Bank	MM	0.25		\$17,017.84	\$7,453.86	\$149.44	\$24,322.26
Airport Grant	InterBank	MM	0.00		\$45,257.66	\$0.00	\$0.00	\$45,257.66
Airport Fund	F & M Bank	MM	0.25		\$150,444.51	\$22,006.97	\$27,940.68	\$144,510.80
USDA Rural Devel.	InterBank	MM	0.15		\$68,080.38	\$511.19	\$0.00	\$68,591.57
Fire/EMS Fund	F & M Bank	MM	0.50		\$91,454.88	\$293,793.78	\$362,709.33	\$22,539.33
Capital Projects	F & M Bank	MM	0.25		\$238,589.78	\$171,311.92	\$120,481.87	\$289,419.83
Grants Fund	InterBank	MM	0.15		\$60,357.49	\$9,712.36	\$50,000.00	\$20,069.85
	F & M Bank	MM	0.25		\$154,742.96	\$24,126.87	\$34,807.28	\$144,062.55
	Total: Grants				\$215,100.45	\$33,839.23	\$84,807.28	\$164,132.40
Fed Equitable Sharing	InterBank	MM	0.25		\$1,598.29	\$0.07	\$0.00	\$1,598.36
GPWA	InterBank	MM	0.15		\$135,360.82	\$47,571.24	\$160,855.90	\$22,076.16
	F & M Bank	MM	0.50		\$199,596.09	\$1,033,463.40	\$576,816.85	\$656,242.64
	Bancfirst -Drafts	MM	0.05		\$157,395.53	\$80,739.80	\$201,817.77	\$36,317.56
	Total: GPWA Operating				\$492,352.44	\$1,161,774.44	\$939,490.52	\$714,636.36
Stabilization Fund	F & M Bank	MM	0.50		\$449,467.99	\$8,935.71	\$0.00	\$458,403.70
Meter Deposits	InterBank	SN	0.15		\$9,053.85	\$1.48	\$0.00	\$9,055.33
	F & M Bank	MM	0.50		\$390,652.29	\$10,596.98	\$8,548.84	\$392,700.43
	InterBank	CD	0.30	5/26/2017	\$99,000.00	\$0.00	\$0.00	\$99,000.00
	Total: Meter Deposits				\$498,706.14	\$10,598.46	\$8,548.84	\$500,755.76
WTP Fund	Bancfirst - WTP	MM	0.05		\$97,066.40	\$3.65	\$50,000.00	\$47,070.05
	F & M Bank	MM	0.50		\$85,353.80	\$138,488.97	\$67,040.46	\$156,802.31
	Total: Water Treatment Plant				\$182,420.20	\$138,492.62	\$117,040.46	\$203,872.36
CMOM Fund	F & M Bank	MM	0.50		\$132,530.11	\$23,867.93	\$33,208.06	\$123,189.98
	F & M Bank	MM	0.50		\$40,655.41	\$16.71	\$0.00	\$40,672.12
	Total: CMOM				\$173,185.52	\$23,884.64	\$33,208.06	\$163,862.10
OWRB-Coyle Project	F & M Bank	MM	0.25		\$0.00	\$0.00	\$0.00	\$0.00
Trusts								
OKC Waterline	Bank of Oklahoma	TR	0.01		\$1,458,889.89	\$271.35	\$0.00	\$1,459,161.24

A/P Claims List

from 9/30/2016 to 9/30/2016

Invoice #	Vendor	Description	Account	Cost
SEPT2016	C.L.E.E.T. (125)	Municipal Collection for CLEET	01-00-00-2012	\$606.56
SEPT2016	O.S.B.I. (820)	Collection - AFIS and Forensic Fees	01-00-00-2012	\$758.90
2036070	OKLAHOMA MUNICIPAL RETIRE	Payroll Employee Retirement	01-00-00-2023	\$157.89
SEPT 2016 1	BANK OF AMERICA 22774	CENTRAL OFFICE SUPPLIES	01-01-00-6100	\$506.70
SEPT 2016 1	BANK OF AMERICA 22774	JANITOR/CHEMICAL SUPPLIES	01-01-00-6103	\$486.38
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	01-01-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDING & GROUNDS	01-01-00-6112	\$2,270.62
SEPT 2016 1	BANK OF AMERICA 22774	MISC SUPPLIES	01-01-00-6114	\$122.85
SEPT 2016 1	BANK OF AMERICA 22774	TELEPHONE	01-01-00-6301	\$1,441.51
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	01-01-00-6308	\$1,052.30
SEPT 2016 1	BANK OF AMERICA 22774	COMPUTER OPERATIONS	01-01-00-6311	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	COUNCIL TRAINING/TRAVEL	01-01-00-6314	\$260.00
SEPT 2016 1	BANK OF AMERICA 22774	COMMUNICATIONS	01-01-00-6318	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	ADVERTISING - LEGAL PUBLICATIONS	01-01-00-6334	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MISC SERVICE/CHARGES	01-01-00-6346	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MAINTENANCE AGREEMENTS	01-01-00-6347	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MEMBERSHIP DUES	01-01-00-6350	\$2,656.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	01-01-00-6373	\$1,984.00
SEPT2016	Love's Travel Stops & Country Stor	Sales Tax Rebate	01-01-00-6376	\$30,000.00
SEPT 2016 1	BANK OF AMERICA 22774	INTERNET SERVICE	01-01-00-6381	\$623.56
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	01-02-20-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	01-02-20-6308	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	01-02-20-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	01-02-24-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SUPPLIES/OPERATING EXPENSE	01-02-24-6126	\$49.99
SEPT 2016 1	BANK OF AMERICA 22774	ADVERTISING - LEGAL PUBLICATIONS	01-02-24-6334	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	01-02-24-6373	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	01-02-25-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-02-25-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	01-02-25-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	01-02-25-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-02-25-6316	\$86.77
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-03-30-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	01-03-30-6308	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	01-03-30-6317	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MAINTENANCE AGREEMENTS	01-03-30-6347	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	RECORDINGS/DUES/SUBSCRIPTIONS	01-03-30-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-05-50-6048	\$150.00
SEPT 2016 1	BANK OF AMERICA 22774	OFFICE SUPPLIES	01-05-50-6100	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	01-05-50-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	COMPUTER SUPPLIES	01-05-50-6123	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	ADVERTISING - LEGAL PUBLICATIONS	01-05-50-6334	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	01-05-50-6355	\$120.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-05-53-6048	\$8.00
SEPT 2016 1	BANK OF AMERICA 22774	MARKETING EXPENSE	01-05-53-6123	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	01-05-53-6308	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SPECIAL EVENTS	01-05-53-6342	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	01-05-53-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	01-05-53-6373	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-06-60-6048	\$0.00

A/P Claims List

from 9/30/2016 to 9/30/2016

Invoice #	Vendor	Description	Account	Cost
SEPT 2016 1	BANK OF AMERICA 22774	LITERACY PROGRAMMING SUPPLIES	01-06-60-6114	\$105.24
SEPT 2016 1	BANK OF AMERICA 22774	LIBRARY SUPPLIES	01-06-60-6117	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	LIBRARY MATERIAL - PRINT	01-06-60-6130	\$499.29
SEPT 2016 1	BANK OF AMERICA 22774	LIBRARY MATERIAL - ELECTRONIC	01-06-60-6131	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	01-06-60-6308	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	01-06-60-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORM ALLOWANCE	01-07-70-6019	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	EMPLOYEE PHYSICALS	01-07-70-6030	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	01-07-70-6104	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	JAIL SUPPLIES	01-07-70-6106	\$71.82
SEPT 2016 1	BANK OF AMERICA 22774	FOOD/HUMANS	01-07-70-6107	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	K-9 FOOD/SUPPLIES	01-07-70-6108	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	01-07-70-6110	\$1,828.31
SEPT 2016 1	BANK OF AMERICA 22774	SUPPLIES	01-07-70-6114	\$818.57
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	01-07-70-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PHOTO/VIDEO SUPPLY	01-07-70-6120	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CRIME PREVENTION PROGRAM	01-07-70-6122	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	01-07-70-6308	\$0.00
CM SEPT 2016	BANK OF AMERICA 22774		01-07-70-6311	(\$1,146.00)
SEPT 2016 1	BANK OF AMERICA 22774	COMPUTER MAINTENANCE/OPERATIONS	01-07-70-6311	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-07-70-6316	\$1,781.26
SEPT 2016 1	BANK OF AMERICA 22774	COMMUNICATIONS	01-07-70-6318	\$3,762.76
SEPT 2016 1	BANK OF AMERICA 22774	COLLECTION FEES	01-07-70-6340	\$490.00
SEPT 2016 1	BANK OF AMERICA 22774	SPECIAL EVENTS FOOD	01-07-70-6342	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	TRAINING PROGRAM	01-07-70-6343	\$2,475.63
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	01-07-70-6355	\$50.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORM ALLOWANCE	01-07-71-6019	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	AMMUNITION	01-07-71-6105	\$1,988.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	01-07-72-6104	\$454.67
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES/APPAREL	01-07-72-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	KENNEL SUPPLIES	01-07-72-6114	\$33.42
SEPT 2016 1	BANK OF AMERICA 22774	ANIMAL CAGES	01-07-72-6132	\$620.30
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-07-74-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	01-07-74-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-07-74-6316	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	ADVERTISING-LEGAL PUBLICATION	01-07-74-6334	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	01-07-74-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORM ALLOWANCE	01-07-77-6019	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PHOTO/VIDEO SUPPLIES	01-07-77-6120	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DRUG ENFORCEMENT PROGRAM	01-07-77-6124	\$43.25
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORM ALLOWANCE	01-07-78-6019	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MISC SUPPLIES	01-07-78-6114	\$38.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	01-12-00-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	01-12-00-6102	\$1,383.23
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICAL	01-12-00-6104	\$388.50
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY APPAREL & SUPPLIES	01-12-00-6110	\$1,779.02
SEPT 2016 1	BANK OF AMERICA 22774	STREETS/SIDEWALKS/BRIDGES	01-12-00-6113	\$3,702.14
SEPT 2016 1	BANK OF AMERICA 22774	MISC SUPPLIES	01-12-00-6114	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SIGN AND MATERIALS	01-12-00-6115	\$6,512.74
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	01-12-00-6118	\$0.52

A/P Claims List

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Invoice #	Vendor	Description	Account	Cost
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-12-00-6316	\$11,597.53
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	01-12-00-6317	\$2,954.05
SEPT 2016 1	BANK OF AMERICA 22774	COMMUNICATIONS	01-12-00-6318	\$879.75
SEPT 2016 1	BANK OF AMERICA 22774	EQUIPMENT RENTAL	01-12-00-6321	\$155.38
SEPT 2016 1	BANK OF AMERICA 22774	LICENSE & CERTIFICATION	01-12-00-6365	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	01-14-00-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-14-00-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	01-14-00-6102	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	01-14-00-6104	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES & APPRAEL	01-14-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SHOP SUPPLIES	01-14-00-6114	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	01-14-00-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-14-00-6316	\$138.80
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	01-14-00-6317	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	COMPUTER MAINTENANCE	01-14-00-6324	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	REFERENCE BOOKS	01-14-00-6379	\$0.00
SEPT 2016 2	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-14-41-6116	\$1,018.74
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	01-15-11-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-15-11-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	01-15-11-6102	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	01-15-11-6104	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	01-15-11-6110	\$90.96
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	01-15-11-6112	\$2,230.99
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	01-15-11-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	REC SUPPLIES	01-15-11-6125	\$45.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-15-11-6316	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	01-15-11-6317	\$500.56
		Total GENERAL FUND		\$90,634.46
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	09-09-90-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	09-09-90-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	09-09-90-6102	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	09-09-90-6104	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FOOD	09-09-90-6107	\$103.93
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	09-09-90-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	09-09-90-6112	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	09-09-90-6316	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	09-09-90-6317	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	COMMUNICATIONS	09-09-90-6318	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	09-09-90-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	EQUIPMENT CERTIFICATION	09-09-90-6362	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	09-09-92-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	09-09-92-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	09-09-92-6104	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	09-09-92-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	09-09-92-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	09-09-92-6316	\$349.96
SEPT 2016 1	BANK OF AMERICA 22774	COMMUNICATIONS	09-09-92-6318	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	09-09-92-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	09-09-92-6373	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	09-09-96-6016	\$0.00

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Invoice #	Vendor	Description	Account	Cost
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	09-09-96-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	OFFICE SUPPLIES	09-09-96-6101	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	09-09-96-6102	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FOOD	09-09-96-6107	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MISC SUPPLIES	09-09-96-6114	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	09-09-96-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PUBLIC EDUCATION	09-09-96-6121	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	09-09-96-6308	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	09-09-96-6316	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	COMMUNICATIONS	09-09-96-6318	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	09-09-96-6355	\$0.00
		Total FIRE/EMS FUND		\$453.89
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	20-21-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	20-21-00-6112	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MISC SUPPLIES	20-21-00-6114	\$125.26
SEPT 2016 1	BANK OF AMERICA 22774	TELEPHONE	20-21-00-6301	\$813.65
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	20-21-00-6308	\$104.00
SEPT 2016 1	BANK OF AMERICA 22774	POSTAGE	20-21-00-6309	\$129.34
SEPT 2016 1	BANK OF AMERICA 22774	COMPUTER OPERATIONS	20-21-00-6311	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	COMMUNICATIONS	20-21-00-6318	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY PROGRAMS	20-21-00-6339	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UTILTY COLLECTION FEES	20-21-00-6340	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MAINTENANCE AGREEMENTS	20-21-00-6347	\$0.00
SEPT2016	DHH DISPOSAL 22381	DHH Trash Service per agreement	20-21-00-6348	\$192.50
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	20-21-00-6373	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	20-22-00-6048	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	20-23-00-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	20-23-00-6102	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	20-23-00-6104	\$0.00
1975	MID AMERICA HYDRO TECH (211	Replenish Stock ACH	20-23-00-6104	\$17,949.82
105594	SOUTHWEST CHEMICAL (20977)	Replenish Stock Bleach	20-23-00-6104	\$1,503.50
105634	SOUTHWEST CHEMICAL (20977)	Replenish Stock Bleach	20-23-00-6104	\$3,780.00
105691	SOUTHWEST CHEMICAL (20977)	Replenish Stock Bleach	20-23-00-6104	\$15,036.00
SEPT 2016 1	BANK OF AMERICA 22774	LAB SUPPLIES	20-23-00-6109	\$545.50
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY APPRAEL & SUPPLIES	20-23-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	20-23-00-6112	\$658.18
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	20-23-00-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	ANNUAL STATE WATER TEST	20-23-00-6303	\$1,192.50
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	20-23-00-6316	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	20-23-00-6317	\$2,843.24
SEPT 2016 1	BANK OF AMERICA 22774	EQUIPMENT CALIBRATION	20-23-00-6319	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PUBLISHING FEES	20-23-00-6334	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BOOSTER STATION MAINTENANCE	20-23-00-6335	\$5,146.87
SEPT 2016 1	BANK OF AMERICA 22774	LICENSE & CERTIFICATE	20-23-00-6365	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	20-24-00-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	20-24-00-6102	\$71.56
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	20-24-00-6104	\$3,370.75
SEPT 2016 1	BANK OF AMERICA 22774	LAB SUPPLIES	20-24-00-6109	\$2,036.67
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES & APPAREL	20-24-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	20-24-00-6112	\$686.34

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Invoice #	Vendor	Description	Account	Cost
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	20-24-00-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	LIFT STATION MAINTENANCE	20-24-00-6312	\$3,241.05
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	20-24-00-6316	\$44.60
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	20-24-00-6317	\$87.32
SEPT 2016 1	BANK OF AMERICA 22774	EQUIPMENT CALIBRATION	20-24-00-6319	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MANDATORY TESTING	20-24-00-6357	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	LICENSE & CERTIFICATION	20-24-00-6365	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	20-26-00-6016	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	20-26-00-6102	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY APPAREL & SUPPLIES	20-26-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDING & GROUNDS	20-26-00-6112	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MISC SUPPLIES	20-26-00-6114	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	20-26-00-6118	\$248.96
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	20-26-00-6316	\$2.76
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	20-26-00-6317	\$235.00
SEPT 2016 1	BANK OF AMERICA 22774	UNIFORMS	20-27-00-6016	\$90.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	20-27-00-6102	\$204.94
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	20-27-00-6104	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY APPAREL & SUPPLIES	20-27-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	20-27-00-6112	\$269.94
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	20-27-00-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	WATER/SEWER MAINTENANCE	20-27-00-6119	\$12,007.10
SEPT 2016 1	BANK OF AMERICA 22774	WATER METERS	20-27-00-6129	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	STREETS/SIDEWALKS	20-27-00-6313	\$760.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	20-27-00-6316	\$1,705.57
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	20-27-00-6317	\$931.08
SEPT 2016 1	BANK OF AMERICA 22774	MISC SERVICE/CHARGES	20-27-00-6346	\$45.50
SEPT 2016 1	BANK OF AMERICA 22774	LICENSE & CERTIFICATION	20-27-00-6365	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	CHEMICALS	20-29-00-6104	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	20-29-00-6112	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	20-29-00-6317	\$0.00
		Total GPWA OPERATING FUND		\$76,059.50
SEPT 2016 1	BANK OF AMERICA 22774	LIBRARY STATE AID	30-30-06-6541	\$2,360.11
2036065	HARBOUR WINN 22872	PRESENTER HONORARIUM & MILEAGE F	30-30-06-6541	\$184.56
SEPT 2016 2	BANK OF AMERICA 22774	VOCA	30-30-07-6595	\$4,173.37
SEPT 2016 1	BANK OF AMERICA 22774	BULLET PROOF VEST GRANT	30-30-07-6597	\$0.00
		Total GRANTS FUND		\$6,718.04
SEPT 2016 1	BANK OF AMERICA 22774	MARKETING SUPPLIES	45-45-00-6123	\$53.32
SEPT 2016 1	BANK OF AMERICA 22774	SPECIAL EVENTS	45-45-00-6342	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	DUES & SUBSCRIPTIONS	45-45-00-6355	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	45-45-00-6373	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	POOL IMPROVEMENTS	45-45-00-6509	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	PARK IMPROVEMENTS	45-45-00-6545	\$362.22
SEPT 2016 1	BANK OF AMERICA 22774	LAKE IMPROVEMENTS	45-45-00-6546	\$0.00
		Total HOTEL/MOTEL TAX FUND		\$415.54
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	50-50-00-6308	\$0.00
		Total WATER TREATMENT PLANT FUND		\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	LEASE-PURCHASE COPIERS	54-54-02-6705	\$0.00

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Invoice #	Vendor	Description	Account	Cost
SEPT 2016 1	BANK OF AMERICA 22774	E911	54-54-07-6514	\$650.05
SEPT 2016 2	BANK OF AMERICA 22774	MOWER	54-56-15-6532	\$8,021.88
		Total CAPITAL PROJECTS		\$8,671.93
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	55-55-00-6308	\$0.00
SEPT 2016 2	BANK OF AMERICA 22774	SEWER LINE REHAB	55-55-00-6547	\$6,373.47
A2721207	WARREN CAT (139)		55-55-00-6547	(\$3,339.25)
A27212071	WARREN CAT (139)	Blanket PO for trackhoe lease for sewer line	55-55-00-6547	\$3,938.29
		Total CMOM Fee		\$6,972.51
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	98-98-00-6048	\$511.76
2036066	SCHELLON STANLEY	MILEAGE REIMBURSEMENT	98-98-00-6048	\$97.69
SEPT 2016 1	BANK OF AMERICA 22774	OFFICE SUPPLIES	98-98-00-6101	\$20.00
SEPT 2016 1	BANK OF AMERICA 22774	MINOR TOOLS	98-98-00-6102	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	SAFETY SUPPLIES	98-98-00-6110	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	BUILDINGS & GROUNDS	98-98-00-6112	\$1,423.19
SEPT 2016 1	BANK OF AMERICA 22774	FUEL & LUBE	98-98-00-6118	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	TELEPHONE & INTERNET	98-98-00-6301	\$203.11
SEPT 2016 1	BANK OF AMERICA 22774	PRINTING	98-98-00-6308	\$0.00
SEPT 2016 1	BANK OF AMERICA 22774	AIRPORT BECON RUNWAY	98-98-00-6315	\$175.00
SEPT 2016 1	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	98-98-00-6316	\$133.06
SEPT 2016 1	BANK OF AMERICA 22774	MACHINE/EQUIPMENT MAINTENANCE	98-98-00-6317	\$16.59
SEPT 2016 1	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	98-98-00-6373	\$0.00
		Total AIRPORT FUND		\$2,580.40
		Total All Funds		\$192,506.27

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Invoice #	Vendor	Description	Account	Cost
OCT2016	OKLAHOMA UNIFORM BLDG CO	OCT 2016 STATE FEES	01-00-00-2013	\$120.00
03-3748	MESO(126)	EMPLOYEE DRUG TESTING	01-01-00-6031	\$937.50
NP48613455	FLEETCOR TECHNOLOGIES (219	GUTHRIE HOUSING AUTHORITY	01-01-00-6118	\$109.31
OCT2016	STEVE GENTLING (23153)	OML ANNUAL CONF & ACOG MEETING MI	01-01-00-6314	\$119.36
OCT2016	O.M.A.G.(21303)	PROPERTY PROTECTION PLAN - GENERA	01-01-00-6326	\$4,608.53
OCT2016	O.M.A.G.(21302)	WORKERS COMP - GENERAL	01-01-00-6326	\$12,747.16
OCT2016	O.M.A.G.(425)	AUTO LIABILITY PROTECTION PLAN - GE	01-01-00-6326	\$3,765.63
OCT2016	ROTARY CLUB OF GUTHRIE (20	ROTARY MEMEMBERSHIP AND MEALS	01-02-24-6048	\$132.00
NP48613455	FLEETCOR TECHNOLOGIES (219	BUILDING SERVICES	01-02-25-6118	\$106.04
NP48613455	FLEETCOR TECHNOLOGIES (219	COMMUNITY DEVELOPMENT	01-05-50-6118	\$49.58
117	CHRIS EDWARDS (23118)	PRE-EMPLOYMENT POLYGRAPH EXAMS	01-07-70-6030	\$200.00
NP48613455	FLEETCOR TECHNOLOGIES (219	POLICE ADMINSTRATION	01-07-70-6118	\$3,144.88
2036081	Joe Biillen	CONTRACT LABOR FOR HOME FOOTBALL	01-07-70-6122	\$180.00
2036083	Mike Wellington	CONTRACT LABOR FOR HOME FOOTBALL	01-07-70-6122	\$90.00
2036082	Shawn Lewellyn	CONTRACT LABOR FOR HOME FOOTBALL	01-07-70-6122	\$180.00
OCT2016	ROTARY CLUB OF GUTHRIE (20	ROTARY MEMEMBERSHIP AND MEALS	01-07-70-6355	\$132.00
NP48613455	FLEETCOR TECHNOLOGIES (219	CODE COMPLIANCE	01-07-74-6118	\$73.16
3405	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$200.00
3406	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$175.00
3407	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$150.00
3408	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$180.00
3409	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$80.00
3410	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$100.00
3411	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$80.00
3412	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$80.00
3413	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$350.00
3414	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$100.00
3415	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$200.00
3416	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$80.00
3417	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$80.00
3418	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$50.00
3419	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$150.00
3420	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$150.00
3461	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$40.00
3472	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$40.00
3473	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$150.00
3474	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$100.00
3475	A CUT ABOVE LAWN SERVICE 2	WEED ABATEMENT	01-07-74-6353	\$60.00
2036086	Aaliyah Smith	CONTRACT LABOR CVB SURVEYING AT C	01-08-80-6054	\$45.00
OCT2016	SHELTON'S PHOTOGRAPHY & D	CONTRACT LABOR CVB SURVEYING AT C	01-08-80-6054	\$52.50
2036093	GREATER OKC CHAMBER OF C	GREATER OKC CHAMBER OF COMMERC	01-08-80-6355	\$2,656.00
NP48613455	FLEETCOR TECHNOLOGIES (219	STREET	01-12-00-6118	\$1,766.00
NP48613455	FLEETCOR TECHNOLOGIES (219	FLEET	01-14-00-6118	\$96.47
OCT2016	RURAL WATER DISTRICT #1(206	MONTHLY WATER SERVICE	01-15-11-6112	\$66.00
NP48613455	FLEETCOR TECHNOLOGIES (219	PARKS	01-15-11-6118	\$2,323.79
Total GENERAL FUND				\$36,295.91
NP48613455	FLEETCOR TECHNOLOGIES (219	SUPPRESSION	09-09-90-6118	\$362.13
NP48613455	FLEETCOR TECHNOLOGIES (219	EMS	09-09-92-6118	\$2,041.25
OCT2016	BB&T GOVERNMENTAL FINANC	2015 AMBULANCE LOAN	09-09-92-6709	\$18,548.43
NP48613455	FLEETCOR TECHNOLOGIES (219	FIRE ADMINSTRATION	09-09-96-6118	\$267.95

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Invoice #	Vendor	Description	Account	Cost
Total FIRE/EMS FUND				\$21,219.76
OCT2016	O.M.A.G.(21303)	PROPERTY PROTECTION PLAN - GPWA	20-21-00-6326	\$4,608.53
OCT2016	O.M.A.G.(21302)	WORKERS COMP - GPWA	20-21-00-6326	\$12,747.16
OCT2016	O.M.A.G.(425)	AUTO LIABILITY PROTECTION PLAN - GP	20-21-00-6326	\$3,765.63
2027401	MYERS ENGINEERING CORPOR	RESTORATION OF THE COTTONWOOD C	20-21-00-6373	\$3,500.00
2027402	MYERS ENGINEERING CORPOR	TASK ORDER#64 GOODWILL WESTSIDE T	20-21-00-6373	\$1,650.00
2027408	MYERS ENGINEERING CORPOR	DRAINAGE ORDINANCE DEVELOPMENT	20-21-00-6373	\$1,100.00
1042	NORPS, LLC	IT SUPPORT AGREEMENT	20-21-00-6373	\$2,423.08
PAY APP 4	DOWNNEY CONTRACTING, LLC (2	SEWERLINE RELOCATION ODOT PROJE	20-21-00-6518	\$140,705.36
NP48613455	FLEETCOR TECHNOLOGIES (219 WTP		20-23-00-6118	\$228.36
NP48613455	FLEETCOR TECHNOLOGIES (219 WWTP		20-24-00-6118	\$106.69
NP48613455	FLEETCOR TECHNOLOGIES (219 CONVENIENCE CTR		20-26-00-6118	\$0.00
NP48613455	FLEETCOR TECHNOLOGIES (219 LINE MAINTENANCE		20-27-00-6118	\$2,268.61
Total GPWA OPERATING FUND				\$173,103.42
2036092	LAZY E ARENA	LAZY E QUARTERLY PAYMENT ANNUAL C	45-45-00-6123	\$2,500.00
Total HOTEL/MOTEL TAX FUND				\$2,500.00
2993660	AT&T CAPITAL SERVICES, INC.	PHONE SYSTEM LEASE/PURCHASE	54-54-02-6710	\$925.62
2036096	BB&T GOVERNMENTAL FINANC	LOAN PAYMENT - PATROL CARS, FORD F	54-56-07-6707	\$28,461.99
OCT2016	COMMUNITY STATE BANK 2287	FRONT END LOADER CSB LOAN	54-56-12-6718	\$2,687.83
Total CAPITAL PROJECTS				\$32,075.44
OCT2016	OKLA WATER RESOURCES/ BA	CMOM PROJECTS LOAN (ORF100008CW)	55-55-00-6714	\$14,530.34
Total CMOM Fee				\$14,530.34
01-011293-003 R	MISCELLANEOUS		71-00-00-5555	\$11.29
02-023280-011 R	MISCELLANEOUS		71-00-00-5555	\$39.79
02-024170-026 R	MISCELLANEOUS		71-00-00-5555	\$66.25
04-040955-002 R	MISCELLANEOUS		71-00-00-5555	\$24.80
04-045970-001 R	MISCELLANEOUS		71-00-00-5555	\$38.92
04-046008-001 R	MISCELLANEOUS		71-00-00-5555	\$61.41
06-060250-016 R	MISCELLANEOUS		71-00-00-5555	\$77.40
08-081025-001 R	MISCELLANEOUS		71-00-00-5555	\$5.13
09-090380-011 R	MISCELLANEOUS		71-00-00-5555	\$27.00
09-091200-016 R	MISCELLANEOUS		71-00-00-5555	\$28.33
13-131743-001 R	MISCELLANEOUS		71-00-00-5555	\$48.94
14-143220-013 R	MISCELLANEOUS		71-00-00-5555	\$35.82
15-151750-006 R	MISCELLANEOUS		71-00-00-5555	\$5.03
15-152890-008 R	MISCELLANEOUS		71-00-00-5555	\$34.74
99-206226-002 R	MISCELLANEOUS		71-00-00-5555	\$26.68
Total UTILITY DEPOSIT FUND				\$531.53
NP48613455	FLEETCOR TECHNOLOGIES (219 AIRPORT		98-98-00-6118	\$233.87
OCT2016	O.M.A.G.(21303)	PROPERTY PROTECTION PLAN - AIRPOR	98-98-00-6329	\$326.69
OCT2016	O.M.A.G.(21302)	WORKERS COMP - AIRPORT	98-98-00-6329	\$454.09
OCT2016	O.M.A.G.(425)	AUTO LIABILITY PROTECTION PLAN - AIR	98-98-00-6329	\$75.00
Total AIRPORT FUND				\$1,089.65
OCT2016	OKLAHOMA DEPARTMENT OF C	SPIRIT WING LOAN	99-99-00-6702	\$1,041.66
Total GUTHRIE INDUSTRIAL DEVELOPMENT				\$1,041.66
Total All Funds				\$282,387.71