



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, December 6, 2016 at 7:00pm
City Hall Council Chambers
101 N. 2nd Street, Guthrie, Oklahoma, 73044

- 1. Call to Order.
2. Public Comments, Community Announcements and Recognitions.
a. Arbor Day Proclamation
3. Consent Agenda.
All matters listed will be enacted by one motion unless a request is made for discussion by any Trustee or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held November 15, 2016 ..... 1
B. Consider approval of the 2017 Calendar Year of the Schedule of Regular Meetings ..... 3
4. Adjournment.

CITY COUNCIL MEETING

63rd City Council
Tuesday, December 6, 2016, 7:00pm
City Hall Council Chambers
101 2nd Street, Guthrie, Oklahoma, 73044

- 1. Call to Order.
2. Consent Agenda
All matters listed will be enacted by one motion unless a request is made for discussion by any council member or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
A. Consider approval of minutes of the City Council Workshop held on November 15, 2016.....10
B. Consider approval of minutes of the Regular City Council Meeting held on November 15, 2016 .....11
C. Consider approval of minutes of the Special City Council Meeting - Workshop held on November 16, 2016 ..... 15

- D. Consider approval of Budget Amendment No. 4, amending the budgets for the General Fund and Capital Projects Fund.....17
- E. Consider approval of the 2017 Calendar Year of the Schedule of Regular Meetings ..... 3
- F. Consider approval to deny Tort Claim No. 202563-ME as recommended by the Oklahoma Municipal Assurance Group (OMAG) .....20
- G. Consider approval of the City of Guthrie Street Committee recommendation to solicit bids for the FY2016-2017 Street Capital Improvement Program consisting of streets in all three Wards .....26
- H. Consider approval of the Street Committee’s recommendation to apply for the Association of Central Oklahoma Governments (ACOG) Transportation Improvement Program (TIP) Call for Projects to update the FY2017-2020 Program for financial support to improve College Avenue from SH33 west to the I-35 overpass .....31
- I. Consider approval to authorize the Purchasing Agent to solicit bids for rehabilitation of the tennis courts in Highland Park .....35
- J. Consider approval to authorize the Purchasing Agent to solicit bids for the construction of a new basketball court in Mineral Wells Park.....36
- K. Consider approval to purchase 107 foot aerial ladder fire apparatus from Pierce Manufacturing/Conrad Fire Equipment utilizing HGAC contract #FS12-15.....37
- L. Consider approval to purchase ten (10) 2017 Chevrolet Tahoe Police Pursuit units with equipment and upfit from Hudiberg Chevrolet utilizing Oklahoma Statewide Contract SW035.....40
- 3. Public hearing, discussion and possible action of Ordinance No. 3305 to close sections of public right-of-way for Goodwill development.....42
- 4. Public hearing, discussion and possible action on a request to issue a special use permit for operation of a storage unit business .....48
- 5. Discussion and possible action to adopting Ordinance No. 3304 repealing Chapter 1, Article 6, Section 1-70 of the City of Guthrie Code of Ordinances, disbanding the Guthrie Firefighters Pension and Retirement Board, in accordance with Oklahoma State Statute changes .....50
- 6. Discussion and possible action on Resolution No. 2016-22, authorizing the Friends of the Excelsior Library to pursue grants to renovate the Excelsior Library building.....54
- 7. City Manager’s Report
- 8. Requests/comments from members of the City Council
- 9. Consider approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, as follows:
  - A. Section 307(B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Separation Pay)
  - B. Section 307(B)(3) for the purpose of discussing the purchase or appraisal of real property (80 acres)
- 10. Consider action regarding Separation Pay.
- 11. Consider action regarding 80 acres.
- 12. Adjournment.

MINUTES  
GUTHRIE PUBLIC WORKS AUTHORITY MEETING  
November 15, 2016

The regular meeting of the Guthrie Public Works Authority was posted on Thursday, November 10, 2016, before 5:00 p.m. and held Tuesday, November 15, 2016, in the Guthrie City Hall Council Chambers.

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

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

Members Absent: None

Staff Present:	Kim Biggs	Randel Shadid	Maxine Pruitt
	Suzette Chang	Jim Ahlgren	Cody Mosley
	Steve Mize	Jessie Bryan	

Chairman Gentling declared a quorum with seven (7) Trustee Members in attendance.

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

- A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held November 1, 2016
- B. Consider approval of minutes of the Special Guthrie Public Works Authority Meeting held on November 5, 2016

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

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

Chairman Gentling declared the motion carried unanimously.

**Low Water Dam Discussion and Possible Action.** Motion by Trustee Bothroyd, seconded by Trustee Thomas, moved approval of the construction of a Cottonwood Creek Raw Water Intake Dam Option No. 3 and approve to use the Oklahoma City Waterline Fund.

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

Aye: Gentling, J. Wood, Taylor, Padgett, E. Wood, Thomas, 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 7:10 p.m.

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Jessie Bryan, Secretary

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Steven J. Gentling, Chairman



**Agenda Item Cover Letter**

**Meeting**

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

**Date of Meeting**

December 6, 2016

**Contact**

Kim Biggs,  
City Clerk/Treasurer

**Agenda Item**

Consider approval of the 2017 Calendar Year of the Schedule of Regular Meetings.

**Summary**

Under the provisions of Title 25, O.S. Section 311.1, all public bodies shall give notice in writing by December 15<sup>th</sup> of each calendar year of the schedule showing the date, time and place of the regularly scheduled meetings of such public bodies for the following calendar year. Once approved, the City Clerk will post the 2017 Calendar Year of the Schedule of Regular Meetings in the Guthrie City Hall foyer before December 15, 2016.

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

**Supporting documents attached**

- 2017 Calendar Year – Schedule of Regular Meetings

**Recommendation**

Approve the 2017 Calendar Year of the Schedule of Regular Meetings

**Action Needed**       Public Hearing       Motion       Emergency Clause

**2017 Calendar Year  
Schedule of Regular Meetings**

**CITY COUNCIL**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 3 & 17	<b>All meetings are scheduled for 7:00 p.m.</b>	Guthrie City Hall 101 North Second Street
February 7 & 21		
March 7 & 21		
April 4 & 18		
May 2 & 16		
June 6 & 20		
July 4* & 18		
August 1 & 15		
September 5 & 19		
October 3 & 17		
November 7 & 21		
December 5 & 19		

\*Meeting will be canceled due to Independence Day.

**GUTHRIE PUBLIC WORKS AUTHORITY**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 3 & 17	<b>All meetings are scheduled for 7:00 p.m.</b>	Guthrie City Hall 101 North Second Street
February 7 & 21		
March 7 & 21		
April 4 & 18		
May 2 & 16		
June 6 & 20		
July 4* & 18		
August 1 & 15		
September 5 & 19		
October 3 & 17		
November 7 & 21		
December 5 & 19		

\*Meeting will be canceled due to Independence Day

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Filed with the Office of the City Clerk at 5:00 p.m. on November 29, 2016.

**POSTED** at 4:00 p.m. on December 7, 2016 by Kim Biggs, City Clerk.

**ATTEST: (Seal)** \_\_\_\_\_  
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2017 Calendar Year  
Schedule of Regular Meetings**

**GUTHRIE BOARD OF ADJUSTMENT**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 19	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall 101 North Second Street
February 16		
March 16		
April 20		
May 18		
June 15		
July 20		
August 17		
September 21		
October 19		
November 16		
December 21		

**GUTHRIE-EDMOND REGIONAL AIRPORT BOARD**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 10	All meetings are scheduled for 6:00 p.m.	Guthrie/Edmond Regional Airport, Terminal Building Conference Room 520 Airport Road Guthrie, OK
February 14		
March 14		
April 11		
May 9		
June 13		
July 11		
August 8		
September 12		
October 10		
November 14		
December 12		

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Filed with the Office of the City Clerk at 5:00 p.m. on November 29, 2016.

**POSTED** at 4:00 p.m. on December 7, 2016 by Kim Biggs, City Clerk.

**ATTEST: (Seal)** \_\_\_\_\_  
City Clerk

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**2017 Calendar Year  
Schedule of Regular Meetings**

**GUTHRIE FORESTRY ADVISORY BOARD**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 24	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall 101 North Second Street
March 28		
May 23		
July 26		
September 26		
November 28		

**GUTHRIE HISTORIC PRESERVATION COMMISSION**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 2*	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall 101 North Second Street
February 6		
March 6		
April 3		
May 1		
June 5		
July 3		
August 7		
September 11		
October 2		
November 6		
December 4		

\* Meeting to be cancelled due to New Year's Day

**GUTHRIE ECONOMIC DEVELOPMENT AUTHORITY**

<b>Date</b>	<b>Time</b>	<b>Place</b>
All Meetings are on an "as-called" basis and posted as <b>Special</b> or <b>Emergency</b> Meetings.		Guthrie City Hall 101 North Second Street

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Filed with the Office of the City Clerk at 5:00 p.m. on November 29, 2016.

**POSTED** at 4:00 p.m. on December 7, 2016 by Kim Biggs, City Clerk.

**ATTEST: (Seal)** \_\_\_\_\_  
City Clerk

Additional meetings may be called, by posting an agenda for "Special or Emergency Meeting" in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2017 Calendar Year  
Schedule of Regular Meetings**

**GUTHRIE LIBRARY BOARD**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 19 April 20 July 20 October 19	All meetings are scheduled for 5:30 p.m.	Guthrie Public Library Conference Room. 201 North Division St.

**GUTHRIE MUNICIPAL PLANNING COMMISSION**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 12 February 9 March 9 April 13 May 11 June 8 July 13 August 10 September 14 October 12 November 9 December 14	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall 101 North Second Street

**GUTHRIE PARK BOARD**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 19 March 16 May 18 July 20 September 21 November 16	All meetings are scheduled for 6:30 p.m.	Guthrie City Hall 101 North Second Street

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Filed with the Office of the City Clerk at 5:00 p.m. on November 29, 2016.

**POSTED** at 4:00 p.m. on December 7, 2016 by Kim Biggs, City Clerk.

**ATTEST: (Seal)** \_\_\_\_\_  
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2017 Calendar Year  
Schedule of Regular Meetings**

**CONVENTION AND VISITOR BUREAU ADVISORY BOARD**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 23*	<b>All meetings are scheduled for for 5:30 p.m.</b>	Guthrie City Hall
February 27**		101 North Second Street
March 20		
April 17		
May 15		
June 19		
July 17		
August 21		
September 18		
October 16		
November 20		
December 18		

\*Moving from January 16 to January 23, 2017 due to Martin Luther King Jr., Day

\*\*Moving from February 20 to February 27, 2017 due to President's Day

**GUTHRIE TRANSPORTATION AUTHORITY**

<b>Date</b>	<b>Time</b>	<b>Place</b>
February 14	<b>All meetings are scheduled for for 6:00 p.m.</b>	Guthrie City Hall
May 9		101 North Second Street
August 8		
November 14		

**FINANCE COMMITTEE**

<b>Date</b>	<b>Time</b>	<b>Place</b>
All Meetings are on an "as-called" basis and posted as <b>Special</b> or <b>Emergency</b> Meetings.		Guthrie City Hall 101 North Second Street

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Filed with the Office of the City Clerk at 5:00 p.m. on November 29, 2016.

**POSTED** at 4:00 p.m. on December 7, 2016 by Kim Biggs, City Clerk.

**ATTEST: (Seal)** \_\_\_\_\_  
City Clerk

Additional meetings may be called, by posting an agenda for "Special or Emergency Meeting" in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2017 Calendar Year  
Schedule of Regular Meetings**

**STREET COMMITTEE**

<b>Date</b>	<b>Time</b>	<b>Place</b>
All Meetings are on an “as-called” basis and posted as <b>Special</b> or <b>Emergency</b> Meetings.		Guthrie City Hall 101 North Second Street

**GUTHRIE HOUSING AUTHORITY**

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 19	<b>All</b> meetings are scheduled for 6:00 p.m.	Guthrie Housing Authority 1524 East Perkins Avenue
February 16		
March 16		
April 20		
May 18		
June 15		
July 20		
August 17		
September 21		
October 19		
November 16		
December 21		

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Filed with the Office of the City Clerk at 5:00 p.m. on November 29, 2016.

**POSTED** at 4:00 p.m. on December 7, 2016 by Kim Biggs, City Clerk.

**ATTEST: (Seal)** \_\_\_\_\_  
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

MINUTES  
CITY COUNCIL MEETING  
Council Workshop  
November 15, 2016

The special meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Thursday, November 10, 2016 before 5:00 p.m. and held Tuesday, November 15, 2016 in the Guthrie City Hall 3<sup>rd</sup> Floor Conference Room.

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

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

Members Absent: None

Staff Present:	Kim Biggs	Randel Shadid	Maxine Pruitt
	Suzette Chang	Jim Ahlgren	Cody Mosley
	Steve Mize	Jessie Bryan	

Mayor Gentling declared a quorum with seven (7) Council Members in attendance.

**Discussion of Excelsior Library.** Ms. Evelyn Nephew, Reverend Hammons, and Gary Royal were in attendance representing the Friends of the Excelsior Library. Ms. Nephew opened the floor for questions from the Council for their group. Council Member Thomas questioned how this conversation turned from the City of Guthrie gifting this building to the Friends of the Excelsior Library to a partnership between the non-profit group and the City of Guthrie. Council Members Bothroyd and E. Wood shared their knowledge and past experiences with the building since 2014. After much discussion the council agreed to place an item on the next City Council agenda to authorize staff to evaluate the current condition of the Excelsior Library and to authorize the Friends of the Excelsior Library to pursue grants to renovate the building.

**Discussion of the low water dam.** Matt Coe with Myers Engineering was in attendance to answer any questions the council might have before voting on the low water dam agenda item. Myers Engineering presented three options at a previous meeting to construct a dam to enhance the water surface elevation level that would then increase the amount of water transferred to Liberty Lake or directly to the Water Treatment Plant. Option 1 includes restoring the existing dam as a temporary fix in the amount of \$310,969; Option 2 would offer a more permanent structure in the amount of \$468,078.16; and Option 3 provides for long-term improvements in the amount of \$1,652,045. Myers Engineering also provided an opinion of probable construction costs with contingencies broken down as the council had previously requested.

**Adjournment.** There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 6:50 p.m.

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Jessie Bryan, Deputy City Clerk

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Steven J. Gentling, Mayor

MINUTES  
CITY COUNCIL MEETING  
November 15, 2016

The regular meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Thursday, November 10, 2016, before 5:00 p.m. and held Tuesday, November 15, 2016, in the Guthrie City Hall Council Chambers.

Mayor Gentling called the meeting to order at 7:10 p.m.

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

Members Absent: None

Staff Present:	Kim Biggs	Randel Shadid	Maxine Pruitt
	Suzette Chang	Jim Ahlgren	Cody Mosley
	Steve Mize	Jessie Bryan	

Mayor Gentling declared a quorum with seven (7) Council Members in attendance.

**Consent Agenda.** Council Member Bothroyd removed Items D and E for further discussion. Motion by Vice Mayor J. Wood, seconded by Council Member Bothroyd, moved approval of the Consent Agenda as follows:

- A. Consider approval of minutes of the City Council Workshop held on November 1, 2016.
- B. Consider approval of minutes of the Regular City Council Meeting held on November 1, 2016.
- C. Consider approval of minutes of the Special City Council Meeting – Retreat held on November 5, 2016.
- F. Consider approval of Task Order with Myers Engineering for preliminary engineering report for 80 acres of City owned land.
- G. Consider approval of Budget Amendment No. 3, amending the budgets for the General Fund, Fire Fund, Airport Fund, and GEDA Fund.

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

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

Mayor Gentling declared the motion carried unanimously.

**Consent Agenda Item D. Consider approval to declare property that has reached its useful life, become obsolete and/or is not functioning as surplus property and allow the Purchasing Agent to dispose of said property in a way that is most beneficial to the City of Guthrie.** The DJI Phantom Drone should be claimed as surplus as it has become a liability to the City of Guthrie. In October of 2015, the drone was purchased to take pictures and film for GTV20 and Economic Development. When purchased, the FAA only required for the drone to be registered; since February 2016 FAA mandates that anyone flying a drone take a test to obtain a drone pilot's license in order to fly. It would be in the City's best interest to surplus and sell the drone due to the new FAA mandates and liability the City could face if something were ever to happen. Council Member Thomas raised concern regarding the wording of the agenda item. Attorney Randel Shadid confirmed it is not in violation of any laws nor does it allow city staff to sell any other property. Motion by Council Member Taylor, seconded by Council Member Bothroyd to approve declaring property surplus and allowing the purchasing agent to dispose of said property. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion carried unanimously.

**Consent Agenda Item E. Consider approval of agreement with the Board of County Commissioners of Logan County to reconstruct portions of Fairgrounds Road.** The Street Committee met on Thursday, November 3, 2016, and voted to recommend to the City Council the agreement for partnering with Logan County to reconstruct portions of Fairground Road. The City would provide the material and the County would provide the labor and equipment. The cost for the materials will be \$24,934.00 and would come from the Street CIP. Motion by Council Member Thomas, seconded by Council Member Bothroyd, moved approval of the agreement with the Board of County Commissioners of Logan County to reconstruct portions of Fairgrounds Road. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion carried unanimously.

**Discussion and possible action to appoint René Spineto to the Guthrie Planning Commission.** Motion by Council Member Padgett, seconded by Council Member Thomas, moved to approve appointing René Spineto to the Guthrie Planning Commission. Council Members entered their votes and the votes were displayed with the following results:

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

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

**City Manager's Report:** No Report.

**Requests/Comments from Members of the City Council:** Council Member Taylor spoke of all the upcoming events. Council Member Ed Wood thanked the staff for hosting the council retreat on November 5<sup>th</sup> and wanted to say how proud he is to be a part of a council that has accomplished so much including the low water dam which was just approved. Vice Mayor John Wood exclaimed he was proud to leave such a legacy with all the infrastructure projects that have been completed or started in his time on the council. Council Member Bothroyd wished everyone a Happy Thanksgiving and stated that he is happy to see the waterline funds being used to build the low water dam and improve the quality of the water. Council Member Z. Thomas stated he was glad to see everyone back and healthy. Mayor Gentling encouraged the community to support the General Daniels Thanksgiving Feast and benefit concert. He also reminded the community of openings on the Forestry Board and Board of Adjustment.

**Executive Session.** Motion by Council Member Bothroyd, seconded by Council Member Thomas, moved approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, as follows:

- A. Section 307 (B)(1) for the Purpose of Discussing the Employment, Hiring, Appointment, Promotion, Demotion, Disciplining, Resignation or Termination of council-appointed employees (City Manager)
- 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 (Separation Pay)

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

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

Mayor Gentling declared the motion carried unanimously at 7:25 p.m. Attending Executive Session were Mayor Gentling, Vice Mayor J. Wood, Council Members Thomas, Taylor, Padgett, E. Wood and Bothroyd, Interim City Manager Biggs, Human Resources Director Jim Ahlgren and City Attorney Shadid.

**Reconvene.** Mayor Gentling reconvened the Guthrie City Council Meeting at 8:00 p.m. and stated that no action was taken in Executive Session.

**Consider action regarding City Manager.** Motion made by Vice Mayor J. Wood, seconded by Council Member Thomas to authorize staff to schedule interviews for city manager candidates. Council Members entered their votes and the votes were displayed with the following results:

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

Mayor Gentling declared the motion carried unanimously

**Consider action regarding the pending investigation or claim - Separation Pay.** No action.

**Adjournment.** There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 8:01 p.m.

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Jessie Bryan, Deputy City Clerk

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Steven J. Gentling, Mayor

MINUTES  
CITY COUNCIL MEETING  
Council Workshop  
November 16, 2016

The special meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Monday, November 14 , 2016 before 5:00 p.m. and held Wednesday, November 16, 2016 in the Guthrie City Hall 3<sup>rd</sup> Floor Conference Room.

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

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

Members Absent:     John Wood

Staff Present:         Kim Biggs                     Jessie Bryan                 Randel Shadid  
                              Cody Mosley                 Steve Mize                     Schellon Stanley  
                              Suzette Chang               Jim Ahlgren                     Eric Harlow  
                              Maxine Pruitt

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

**Discussion and consider approval of providing funding to First Capital Trolley.** The FY2017 budget includes an allocation of \$45,000 for public transportation. This was added to the budget in response to the citizen’s survey conducted the previous year. Council Members discussed the need to provide support to this organization and the legality of completing this transaction. Council Member E. Wood left the conference room at 6:40 p.m. Motion by Council Member Thomas, seconded by Council Member Taylor to amend the budget to remove the \$45,000 allocated for public transportation. A vote was taken with the following results:

Aye: Taylor, Padgett, Thomas, Bothroyd  
Nay: Gentling

Mayor Gentling declared the motion carried with 4 ayes and 1 nay.

Council Member E. Wood returned to the conference room at 6:42 p.m.

**Discussion of Capital Improvement Projects.** The following list of projects were discussed:  
\$930,000 – Ladder Truck  
\$725,000 – Police Units  
\$330,000 – Splash Pad, Parking – Mineral Wells (highly visible)  
\$15,000 – funds spent towards engineering fees on swimming pool  
\$215,000 – Street Improvements (add \$185,000 user fee for a total of \$400,000) (highly visible)  
\$170,000 – 1 new basketball court in Mineral Wells Park  
\$230,000 – 2 tennis courts in Highland Park  
\$10,000 – Disc Golf Improvements

\$7,000 – powder coat the vintage light poles and brackets downtown  
~~\$11,000 – powder coat existing cemetery fence and sign~~  
\$80,100 – Cab Tractor for Parks Department (already ordered)  
\$45,000 – Library Improvements  
\$40,000 – Dispatch Renovation  
\$220,000 – Debt Service on \$3M  
\$142,000 – Debt Service on existing lease/purchase items  
\$57,000 – City Hall improvements (carpet/tile)  
\$12,500 – GTV20 Upgrades (audio in Council Chamber)  
\$17,000 – LED Lights WTP  
\$26,000 – PD Equipment

Ladder Truck for the Fire Department is going to be ordered. Chief Harlow is discussing financing options with financial advisors and will present a request to purchase at a future council meeting. Police units will be ordered once the state contract is made available. The construction of a splash pad will require further discussion to determine the location and design of the project. Several locations were discussed but nothing was settled.

The goal of the staff is to begin projects which are visible to the citizens who voted to pass the sales tax increase. Council gave instruction to begin the listed projects as staff sees fit to benefit the community.

Powder coating the cemetery fence and sign was removed from the CIP list because it is an expense that can be funded by the Cemetery Care Fund.

Library improvements will allow our facility to meet ADA requirements. The complete improvement list to be compliant is \$90,000. With Council approval, Suzette Chang, Library Director has located a matching grant to help cover the cost. Council gave instruction to staff to proceed with the application for the grant.

**Adjournment.** There being no further business for the Guthrie City Council, Mayor Gentling declared the meeting adjourned at 7:58 p.m.

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Jessie Bryan, Deputy City Clerk

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Steven J. Gentling, Mayor



**Agenda Item Cover Letter**

**Meeting**

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

**Date of Meeting**

December 6, 2016

**Contact**

Kim Biggs,  
City Clerk/Treasurer

**Agenda Item**

Consider approval of Budget Amendment No. 4, amending the budgets for the General Fund and Capital Projects Fund.

**Summary**

Budget Amendment No. 4 addresses budgeted and unbudgeted expenditures:

1. General Fund – decreasing Public Transportation in the amount of \$45,000 and decreasing Budgeted Fund Balance for the same amount.
2. Capital Projects Fund – increasing the capital projects budget by \$2,609,400 and adding capital expenditures for audio upgrade to Council Chambers, computer equipment for GTV20, ADA upgrade for the library, renovation of central dispatch, rehab downtown lamp poles, improvements to the disc golf course at Highland Park, constructing new basketball court, rehab 2 tennis courts, constructing splash pad and parking, street improvements, 10 police vehicles, and purchase of a ladder truck --- also decreasing the capital projects budget by \$2,623,000 and removing capital expenditures for computer equipment for the police department and dispatch, equipment haul trailer, fencing for Summit View Cemetery, pool/aquatic center, lease-purchase of police vehicles, and lease-purchase of ladder truck.

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

**Supporting documents attached**

- Request for Budget Amendment
- Budget Revision Report

**Recommendation**

Staff recommends approval.

**Action Needed**       Public Hearing       Motion       Emergency Clause

**CITY OF GUTHRIE  
GUTHRIE PUBLIC WORKS AUTHORITY**

**REQUEST FOR BUDGET AMENDMENT**

Type of Amendment:

Date: December 6, 2016

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

Amendment No. 4

\*\*\*\*\*

**Funds Effected:**

- General Fund
- Capital Projects Fund

**Comments:**

Budget Amendment No. 4 addresses budgeted and unbudgeted expenditures:

- 1. General Fund – decreasing Public Transportation in the amount of \$45,000 and decreasing Budgeted Fund Balance for the same amount.
  
- 2. Capital Projects Fund – increasing the capital projects budget by \$2,609,400 and adding capital expenditures for audio upgrade to Council Chambers, computer equipment for GTV20, ADA upgrade for the library, renovation of central dispatch, rehab downtown lamp poles, improvements to the disc golf course at Highland Park, constructing new basketball court, rehab 2 tennis courts, constructing splash pad and parking, street improvements, 10 police vehicles, and purchase of a ladder truck --- also decreasing the capital projects budget by \$2,623,000 and removing capital expenditures for computer equipment for the police department and dispatch, equipment haul trailer, fencing for Summit View Cemetery, pool/aquatic center, lease-purchase of police vehicles, and lease-purchase of ladder truck.

\*\*\*\*\*

**APPROVAL**

Date: \_\_\_\_\_

Purchasing Agent: \_\_\_\_\_ City Manager: \_\_\_\_\_

\*\*\*\*\*

Council Approval Needed?  Yes  No Date Posted: \_\_\_\_\_

If yes, date approved: \_\_\_\_\_ City Clerk: \_\_\_\_\_

\*\*\*\*\*

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

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

**City of Guthrie**  
**2017 Unposted Budget Revisions**

Fiscal Year	Period	Reason	Account Number	Description	Increase	Decrease
2017	3	No. 4	54-54-02-6501	Audio Upgrade - Council Chambers	\$12,500.00	\$0.00
			54-54-02-6502	Computer Equipment	\$11,000.00	\$0.00
			54-54-06-6526	ADA Upgrade - Library	\$45,000.00	\$0.00
			54-54-07-6502	PD Computer Equipment	\$0.00	\$30,000.00
			54-54-07-6503	Dispatch Office Improvements	\$17,000.00	\$0.00
			54-54-07-6584	Computer/Equip Upgrade Dispatch	\$0.00	\$11,000.00
			54-54-12-6141	Rehab Downtown Lamp Poles	\$7,000.00	\$0.00
			54-54-12-6534	Equipment Haul Trailer	\$0.00	\$75,000.00
			54-54-15-6139	Disc Golf Improvements	\$10,000.00	\$0.00
			54-54-15-6531	Highland Hall and Park Repairs	\$300,000.00	\$0.00
			54-54-15-6581	Fencing for Cemetery	\$0.00	\$300,000.00
			54-54-15-6598	Cab Tractor	\$1,900.00	\$0.00
			54-54-16-6509	Pool Improvements	\$0.00	\$1,985,000.00
			54-54-16-6561	Splash Pad	\$330,000.00	\$0.00
			54-55-12-6521	Street Improvement Program	\$215,000.00	\$0.00
			54-56-07-6507	Police Vehicles	\$725,000.00	\$0.00
			54-56-07-6707	Lease/Purchase - Police Vehicles	\$0.00	\$122,000.00
			54-56-09-6536	Ladder Truck	\$935,000.00	\$0.00
			54-56-09-6709	Lease/Purchase - Ladder Truck	\$0.00	\$100,000.00
			01-01-00-6388	Public Transportation	\$0.00	\$45,000.00
			01-00-00-5401	Budgeted Fund Balance	\$0.00	\$45,000.00
					\$2,609,400.00	\$2,713,000.00



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

December 6, 2016

Contact

Jim Ahlgren,
Human Resource Director

Agenda Item

Consider approval to deny Tort Claim No. 202563-ME as recommended by the Oklahoma Municipal Assurance Group (OMAG).

Summary

On October 29, 2016, a tort claim was submitted by James B. Shiel requesting damages in the amount of \$25,000 for a claim of libel, misdiagnosis, and hospitalization following an EMS call and response by Guthrie Fire/EMS. This claim was investigated and denied by our insurance carrier, OMAG.

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

Supporting documents attached

- Notice of tort claim form
Letter of Recommendation to City of Guthrie for this claim to be denied. (James B. Shiel, Tort Claim No. 202563-ME)

Recommendation

Deny Tort Claim No. 202563-ME to begin the 180-day statute of limitations, as recommended by the Oklahoma Municipal Assurance Group.

Action Needed Public Hearing X Motion Emergency Clause

1

### NOTICE OF TORT CLAIM

OKLAHOMA MUNICIPAL ASSURANCE GROUP (OMAG) - MUNICIPAL LIABILITY PROTECTION PLAN

#### A. CLAIMANT REPORT

To the Guthrie Fire Dept EMS / Colton Sanderson  
Public entity you are filing the claim against. William McNally

PLEASE PRINT OR TYPE AND SIGN

**IMPORTANT NOTICE:** This notice will be sent to OMAG Claims Dept. for investigation. You may expect them to contact you.

CLAIMANT(S) James B. Shiel  
ADDRESS Marie Lane  
Guthrie OK 73044

CLAIMANT(S) SOCIAL SECURITY NO. [REDACTED]  
CLAIMANT(S) DATE OF BIRTH [REDACTED] Circle:  M  F  
PHONE: HOME ([REDACTED]) BUS. ([REDACTED])

- DATE AND TIME OF INCIDENT 10/22/2015 (3:38 p.m.) (Exact Date Required) (Continue on another sheet if needed for any information requested)
- LOCATION OF INCIDENT Marie Lane Guthrie OK 73044
- DESCRIBE INCIDENT Misdiagnosis by EMT's, Libel that led to misdiagnosis at E.R. at St Anthony's and further misdiagnosis by 2 subsequent E.R's, and led to life threatening
- LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES: Hospitalization

**BODILY INJURY:** WAS CLAIMANT INJURED? YES  NO  If yes, complete this section

Describe injury \_\_\_\_\_  
WERE YOU ON THE JOB AT THE TIME OF INJURY? YES  NO  If so, please provide Employer info.

Employer's Name	Address	Phone
		\$ _____
	ALL MEDICAL BILLS (attach copies)	\$ _____
	LIST OTHER DAMAGES CLAIMED	\$ _____

#### MEDICARE/MEDICAID/SOCIAL SECURITY DISABILITY:

Is there any Social Security Disability involvement? Yes  No   
Has any medical bill been paid or will be paid by Medicare/Medicaid? Yes  No  If so, list Medicare/Medicaid Number \_\_\_\_\_  
Medicare/Medicaid Number \_\_\_\_\_  
If the City is responsible for such bills, the City must report any settlement to Medicare/Medicaid.

I understand that the information requested is to assist the requesting insurance information arrangement to accurately coordinate benefits with Medicare/Medicaid and to meet its mandatory reporting obligation under Medicare Secondary Payer Act 42 U.S.C§1395y.

Medicare/Medicaid Beneficiary Name (please print) \_\_\_\_\_ Medicare/Medicaid Beneficiary Name Signature \_\_\_\_\_

**PROPERTY DAMAGE:** Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.

VEHICLE YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required.

IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS \_\_\_\_\_

PROPERTY DAMAGE (Attach repair bills or estimates if available) \$ \_\_\_\_\_  
LIST OTHER DAMAGES CLAIMED \$ \_\_\_\_\_

5. NAME OF YOUR INSURANCE CO.	POLICY NO.	AMOUNT CLAIMED	AMOUNT RECEIVED
_____	_____	\$ _____	\$ _____

6. The names of any witnesses known to you:

<u>Marcella Shiel</u>	[REDACTED]	<u>Marie Lane</u>	<u>405 [REDACTED]</u>
Name	Address	Address	Phone Number
_____	_____	<u>Guthrie OK 73044</u>	_____
Name	Address	Address	Phone Number

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM.

James B. Shiel  
SIGNATURE(S)

TOTAL CLAIM.....\$ 25,000.00

8/30/2016  
DATE

CONTINUE ON THE BACK

2



Guthrie Fire Department  
209 E. Springer Ave.  
GUTHRIE, OK 73044  
405-282-4433

AMBULANCE  
RECORD

Page 5 of 8

**Narrative**

CC-Back pain

HX-Back pain

AX-Pt was A&ox4, pupils were pearl, lung sounds were clear, stroke scale was negative bgl was 128, pt denied any neck pain or loc and vitals are attached to the run report

RX-Statd in the run report

TX-Pts vitals were monitored and general supportive care was given.

Upon arrival the pt was laying supine on the ground the pt stated that he fell down while trying to go to the bathroom pt denies any neck pain or loss of consciousness and that he is worried that he injured his back from his previous surgery on his L2,L3 back in july. The pt Stated That he has also been throwing up because he believes that his wife has poisoned his food and has been throwing up for the past 4 hours and that his stomach pain is worse than his back pain pt rated it as a 10/10 but would not describe the pain. The pts wife stated that he has been hallucinating for the past couple of days and that he is not acting like himself and has been saying things that dont make sense. The pt stated that he wanted to be transported to saint anthony's because that is wear his previous surgery was performed. Upon arrival a pt care report and care were given to the er rn and A-3 returned to service.

My wife adamantly denies ever stating "I was hallucinating for the past couple of days." She did state "He is not acting like himself and has been saying things that don't make sense"

I was delirious from extreme dehydration from several hours of non-stop vomiting after eating spoiled beans. James B. Shiel

Electronically Signed

Sanderson, Colton M (EMT -B) Crew #1      McNally, William C (EMT-B) Crew #2

Patient Name: Shiel, James I Incident Date: 12/22/2015  
City of Guthrie

December 6, 2016

22

3

**B. THIS SECTION IS FOR USE BY THE PUBLIC ENTITY WHICH RECEIVES THE CLAIM** To inquire about this claim you may write to OMAG Claims Dept. or call 1-800-234-9461

This Notice of Tort Claim was received by Jim Ahlqvist

(Title) Human Resource/Administrative Director, on September 9, 2016

For further information on this claim contact Eric Harlow

(Title) Five Chief, by telephone at (405-520- [redacted])  
OFFICE 282-4433

The following reports, statements or other documentation, which support our understanding of the facts relating to this claim are attached:

Contact Five Chief Eric Harlow for specific information on ambulance call.

**Information for City Owned Vehicle Involved:**

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Last 4 Vin#: \_\_\_\_\_ Dept: \_\_\_\_\_

As a result of this incident, are there damages to the City vehicle?  YES  NO  
If YES, please fill out an **OMAG Auto Loss Notice** to have it repaired.

Persons who have knowledge of the circumstances surrounding this claim are:		
Name	Title/Position	Telephone
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Submitted by: Jim Ahlqvist Date 9-9-16, 2016

Title: HR/Administrative Services Director

AFTER THE PUBLIC ENTITY HAS RECEIVED THIS CLAIM, PLEASE PROVIDE INFORMATION REQUESTED ABOVE AND IMMEDIATELY SEND TO:

OMAG Claims Dept.  
3650 S. Boulevard  
Edmond, OK 73013  
Phone (405) 657-1400  
Fax (405) 657-1401  
claimsdepartment@omag.org



November 16, 2016

Mr. James Shiel  
[REDACTED] Marie Lane  
Guthrie, OK 73044

RE: Member : City of Guthrie  
Claimant : James Shiel  
Date of Loss : 10/22/2015  
Claim No. : 202563-ME

Dear Mr. Shiel:

As the adjuster for the Oklahoma Municipal Assurance Group, the insurer for the City of Guthrie, I am recommending denial of this claim and find no liability on the City of Guthrie's part for this claim.

Sincerely,

Mary Ellis, CPCU, AIC  
Claims Supervisor

cc: City of Guthrie ✓



November 16, 2016

City of Guthrie  
Attn: Jim Ahlgren  
P.O. Box 908  
Guthrie, OK 73044-0908

RE: Member : City of Guthrie  
Claimant : James Shiel  
Date of Loss : 10/22/2015  
Claim No. : 202563-ME

Dear Mr. Ahlgren:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of Guthrie that this claim be denied. We find no liability on the City's part regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec. 157(A), this claim will be deemed denied ninety (90) days after it was received by the City of Guthrie. 51 Okla. Stat. Sec. 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim.

Thus to begin the 180-day statute of limitations prior to 12/8/16, you must deny this claim in writing before 12/8/16. For the 180-day period to start running, the claimant **must be notified at the address on the claim within five (5) days of the denial.** To document compliance with the Act, we recommend that you send notice of denial of this claim by certified mail.

Please advise us as soon as possible of any official action taken by you on denial of this claim.

Sincerely,

Mary Ellis, CPCU, AIC  
Claims Supervisor



**Agenda Item Cover Letter**

<b>Meeting</b>	<b>Date of Meeting</b>	<b>Contact</b>
<input checked="" type="checkbox"/> City Council	December 6, 2016	Street Committee
<input type="checkbox"/> GPWA		Recommendation
<input type="checkbox"/> Other: _____		

**Agenda Item**

Consider approval of the City of Guthrie Street Committee recommendation to solicit bids for the FY2016-2017 Street Capital Improvement Program consisting of streets in all three Wards.

**Summary**

The City of Guthrie Street Committee met on Tuesday, November 22, 2016, at 6:00 p.m. and discussed and approved paving and resurfacing the streets recommended by the Streets Superintendent. The recommended streets are as follows: In Ward 1, Warner, Poplar to Cypress; Cypress, Noble to Warner; Cypress, Noble to Oklahoma; Cypress, Oklahoma to Springer; and Bird Creek to Cul-de-sac. In Ward II, Lynn St., Johnson Dr. to Cul-de-sac; Poplar, Alley to Cleveland; Springer, Division to 1<sup>st</sup> St.; Lake Road, Sooner to East End of Guthrie Lake Dam; and in Ward III, 2100 W. Logan to dead end and 2100 W. Washington to dead end, both unpaved roads, with alternates to be considered if the bid allows. The Committee felt that the superintendent was very familiar with the condition of the city streets and found his estimates were acceptable. It was explained that most of the recommended streets would need a level course of 1-1/2 inches as well as a 2-inch overlay. Two of the roads will need a 4-inch overlay because they are unpaved roads. We have listed five alternate streets that could be added should the bid allow. The spreadsheet attached provides the estimates of the recommended streets and the alternates.

	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
<b>Budgeted</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Account Number</b>	<u>54-55-12-6521</u>	<b>Amount</b>	<u>\$400,000</u>
<b>Legal Review</b>	<input type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: _____

**Supporting documents attached**

- Street Department Estimate Spread Sheet
- Street Committee Meeting Minutes

**Recommendation**

Approve allowing the Purchasing Agent proceed with the bid process of the FY2016-2017 Street Capital Improvement Project as recommended by the City of Guthrie Street Committee

**Action Needed**       Public Hearing       Motion       Emergency Clause

FY 2016

Updated 11/13/2015

Ward I	2016	Total Estimate FY2016 2" + 1".5 level Course	Total Estimate FY2016 4" Overlay	
Warner, Poplar to Cypress (916 sq. yds.)	X	\$16,937		
Cypress, Noble to Warner (608 sq. yds.)	X	\$11,248		
Cypress, Noble to Oklahoma (1434 sq. yds.)	X	\$26,516		
Cypress, Springer to Oklahoma (2249 sq. yds.)	X	\$41,594		
Bird Creek (1050 sq. yds.)	X	\$19,425		
<b>Ward II</b>				
Lynn St., Johnson Dr. to Cul-de-sac (1420 sq. yds.)	X	\$26,270		
Poplar, Alley to Cleveland (378 sq. yds.)	X	\$6,993		
Springer, Division to 1st, (800 sq. yds.)	X	\$14,800		
<b>Ward III</b>				
2100 W. Logan (UPR) to dead end, (667 Sq. yds.)	X		\$12,340	
2100 W. Washington (UPR) to dead end (380 sq. yds)	X		\$7,030	
<b>TOTAL FOR RECOMMENDED STREETS</b>		<b>\$163,783</b>	<b>\$19,370</b>	<b>Estimated Total \$183,153</b>

**Street Department  
FY 2017** Updated 11/17/2016

Lake Road, Sooner to East End of Guthrie Lake Dam	\$	184,969		
Fairground Road, Asphalt only	\$	24,934		Approved by C.C. on November 15, 2016
<b>TOTAL FOR RECOMMENDED STREETS</b>		<b>\$209,903</b>		<b>Estimated Total \$209,903</b>
				<b>ESTIMATED GRAND TOTAL \$393,056</b>
<b>ALTERNATES TO BE INCLUDED IN BID</b>				
E. University, I-35 to Hazel (UPR)	\$	101,873		
Sycamore, University to Garfield (UPR)	\$	15,623		
Locust, N. ditch on Edmonds Rd. N. to deadend (UPR)	\$	41,276		
Edmonds, W. ditch on Locust east to Birch (UPR)	\$	14,676		
Birch, Edmond to City Limits (UPR)	\$	26,064		

MINUTES

SPECIAL CITY COUNCIL MEETING

Street Committee

November 22, 2016

The special meeting of the sixty-third City Council of Guthrie, Oklahoma was posted on Friday, November 18, 2016 before 4:30 p.m. and held November 22, 2016 in the Guthrie City Hall Third Floor Conference Room.

The meeting was called to order at 6:00 p.m.

Street Committee Members Present:

Gaylord Thomas                      Ed Wood                      Jeff Taylor

Street Committee Members Absent:

None

City Council Members Present:

None

City Council Members Absent:

Steven J. Gentling      John Wood                      Sharyl Padgett                      Brian Bothroyd

Staff Present:

Maxine Pruitt                      Tenny Maker

A quorum was declared.

**Approval of Minutes for the Street Committee Meeting of November 3, 2016.**

Committee Member Wood made the motion, seconded by Committee Member Taylor.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration of approval of the 2017 Street Capital Improvements projects (CIP).** Staff provided the recommended list of streets that was presented to the City Manager for the 2016 Street CIP. Lake Road, from Sooner to the Dam, was added as the FY2017 along with a list of alternate streets to be added to the bid that can be considered should the cost allow. Place recommendation on next Council Agenda, December 6, 2016. Motion to approve was made by Committee Member Taylor and seconded by Committee Member Wood.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration of applying for the ACOG Transportation Improvement Program (TIP) for the Call for Projects to update the FY2017-2020 Program.**

Staff explained the ACOG program for the Call for Projects. These projects must meet their criteria as to the type of road as well as having the match required. In this case and most the grant is an 80/20. With the  $\frac{3}{4}$  cent sales tax this will give the City of Guthrie a chance to participate in this program. One of the streets that meet the criteria is College Street from SH 33 east to the I-35 Overpass. Our estimated cost with no engineering is \$157,472, however, this program requires engineering and the work must meet Federal Standards, so that estimate will increase. The application must be complete by December 16, 2016. Committee Member Wood moved to recommend to the City Council at the next meeting to approve moving forward with this application and it was seconded by Committee Member Taylor.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration of beginning a study on ADA compliant sidewalk improvements for the City of Guthrie.**

Staff brought this item to the Street Committee because it had been mentioned in the last three workshops. Based on information provided by Myers Engineering, to do a comprehensive study and developing a sidewalk master plan which includes about ten points in the scope of work, will cost approximately \$25 - \$35K. The discussion was to hold this until FY2018. Committee Member Wood made the motion to hold off on this project until FY2018, and it was seconded by Committee Member Taylor.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration for approval of funding the repair of the collapsed drainage at 5<sup>th</sup> Street and Oklahoma Ave.** Staff reminded the Street Committee of the urgency of repairing this particular portion of the storm drainage system. It is a very deep drain pipe that carries the water from the top of Oklahoma Ave. west to the 5<sup>th</sup> Street Bridge where it empties into the Cottonwood Creek. The consensus of the Committee Members was to workshop this with the City Council. Committee Member Taylor moved to have this placed on the next workshop agenda and was seconded by Committee Member Wood.

Aye: Thomas, Taylor, Wood

Nay: None

**Requests/comments from members of the Street Committee.**

One item was requested. Street Committee Members Wood and Thomas asked that a sign, "Do Not Block Intersection" be placed at the Noble and 1<sup>st</sup> Street intersection.

**Adjournment.** There being no further business for the Street Committee Chairperson Thomas declared the meeting adjourned at approximately 7:05 p.m.

---

Maxine Pruitt, Public Works Director

---

Gaylord "Z" Thomas  
Street Committee Chairperson



**Agenda Item Cover Letter**

<b>Meeting</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	<b>Date of Meeting</b> December 6, 2016	<b>Contact</b> Street Committee Recommendation
--	--	--

**Agenda Item**

Consider approval of the Street Committee’s recommendation to apply for the Association of Central Oklahoma Governments (ACOG) Transportation Improvement Program (TIP) Call for Projects to update the FY2017-2020 Program for financial support to improve College Avenue from SH33 west to the I-35 overpass.

**Summary**

On November 1, 2016 staff received notification from ACOG regarding a Call for Projects to update their FY2017-2020 Program. It is updated every five years. With the passage of the ¾ cent capital improvement sales tax, the funding is now available to meet the 20% match required of these projects. The recommended project includes College Avenue from SH33 west to the I-35 overpass has a functional classification of a “Minor Collector”, which meets the ACOG criteria for this program. The application must be submitted by December 16, 2016. If accepted, it would probably fall into the FY2018 cycle.

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

**Supporting documents attached**

- Street Committee Meeting Minutes

**Recommendation**

Approve the recommendation by the City of Guthrie Street Committee to move forward on the application for the ACOG Transportation Improvement Program (TIP) Call for Projects to update the FY2017-2020 Program with the chosen street being College Avenue from SH33 west to the I-35 overpass.

**Action Needed**      \_\_\_\_\_ Public Hearing       Motion      \_\_\_\_\_ Emergency Clause

MINUTES

SPECIAL CITY COUNCIL MEETING

Street Committee

November 22, 2016

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The meeting was called to order at 6:00 p.m.

Street Committee Members Present:

Gaylord Thomas                      Ed Wood                      Jeff Taylor

Street Committee Members Absent:

None

City Council Members Present:

Gaylord Thomas                      Ed Wood                      Jeff Taylor

City Council Members Absent:

Steven J. Gentling      John Wood                      Sharyl Padgett                      Brian Bothroyd

Staff Present:

Maxine Pruitt                      Tenny Maker

A quorum was declared.

**Approval of Minutes for the Street Committee Meeting of November 3, 2016.**

Committee Member Wood made the motion, seconded by Committee Member Taylor.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration of approval of the 2017 Street Capital Improvements projects (CIP).** Staff provided the recommended list of streets that was presented to the City Manager for the 2016 Street CIP. Lake Road, from Sooner to the Dam, was added as the FY2017 along with a list of alternate streets to be added to the bid that can be considered should the cost allow. Place recommendation on next Council Agenda, December 6, 2016. Motion to approve was made by Committee Member Taylor and seconded by Committee Member Wood.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration of applying for the ACOG Transportation Improvement Program (TIP) for the Call for Projects to update the FY2017-2020 Program.**

Staff explained the ACOG program for the Call for Projects. These projects must meet their criteria as to the type of road as well as having the match required. In this case and most the grant is an 80/20. With the  $\frac{3}{4}$  cent sales tax this will give the City of Guthrie a chance to participate in this program. One of the streets that meet the criteria is College Street from SH 33 east to the I-35 Overpass. Our estimated cost with no engineering is \$157,472, however, this program requires engineering and the work must meet Federal Standards, so that estimate will increase. The application must be complete by December 16, 2016. Committee Member Wood moved to recommend to the City Council at the next meeting to approve moving forward with this application and it was seconded by Committee Member Taylor.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration of beginning a study on ADA compliant sidewalk improvements for the City of Guthrie.**

Staff brought this item to the Street Committee because it had been mentioned in the last three workshops. Based on information provided by Myers Engineering, to do a comprehensive study and developing a sidewalk master plan which includes about ten points in the scope of work, will cost approximately \$25 - \$35K. The discussion was to hold this until FY2018. Committee Member Wood made the motion to hold off on this project until FY2018, and it was seconded by Committee Member Taylor.

Aye: Thomas, Taylor, Wood

Nay: None

**Discussion and consideration for approval of funding the repair of the collapsed drainage at 5<sup>th</sup> Street and Oklahoma Ave.** Staff reminded the Street Committee of the urgency of repairing this particular portion of the storm drainage system. It is a very deep drain pipe that carries the water from the top of Oklahoma Ave. west to the 5<sup>th</sup> Street Bridge where it empties into the Cottonwood Creek. The consensus of the Committee Members was to workshop this with the City Council. Committee Member Taylor moved to have this placed on the next workshop agenda and was seconded by Committee Member Wood.

Aye: Thomas, Taylor, Wood

Nay: None

**Requests/comments from members of the Street Committee.**

One item was requested. Street Committee Members Wood and Thomas asked that a sign, "Do Not Block Intersection" be placed at the Noble and 1<sup>st</sup> Street intersection.

**Adjournment.** There being no further business for the Street Committee Chairperson Thomas declared the meeting adjourned at approximately 7:05 p.m.

---

Maxine Pruitt, Public Works Director

---

Gaylord "Z" Thomas  
Street Committee Chairperson



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

December 6, 2016

Contact

Maxine Pruitt,
Public Works Director

Agenda Item

Consider approval to authorize the Purchasing Agent to solicit bids for rehabilitation of the tennis courts in Highland Park.

Summary

On November 16, 2016, the City Council instructed staff to proceed with the rehabilitation of the two tennis courts in Highland Park, which will include lighting and fencing. The funding source is the Capital Improvements Projects (CIP) sales tax.

Funding Expected Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number To be determined Amount \$230,000
Legal Review N/A Required Completed Date:

Supporting documents attached

- None

Recommendation

Approve having Purchasing Agent solicit bids for the rehabilitation of the tennis courts in Highland Park.

Action Needed Public Hearing Motion Emergency Clause



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

December 6, 2016

Contact

Maxine Pruitt,
Public Works Director

Agenda Item

Consider approval to authorize the Purchasing Agent to solicit bids for the construction of a new basketball court in Mineral Wells Park.

Summary

On November 16, 2016, the City Council instructed staff to proceed with the construction of a new basketball court in Mineral Wells Park. The funding source is the Capital Improvement Project (CIP) sales tax.

Funding Expected Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number To be determined Amount \$170,000
Legal Review N/A Required Completed Date:

Supporting documents attached

- None

Recommendation

Approve having Purchasing Agent solicit bids for the construction of a new basketball court in Mineral Wells Park.

Action Needed Public Hearing Motion Emergency Clause



Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	December 6, 2016	Eric Harlow, Fire Chief

**Agenda Item**

Consider approval to purchase 107 foot aerial ladder fire apparatus from Pierce Manufacturing/Conrad Fire Equipment utilizing HGAC contract #FS12-15.

**Summary**

The Guthrie Fire Department currently has a 1991 Sutphen 65 foot aerial ladder fire apparatus in its fleet. This truck has been out of service since February 2015. It was taken out of service after failing its annual safety testing required by national standards. The cost to repair the device came close to exceeding the value of the truck, due to its age and limited 65 foot aerial reach. The decision was made at that time to not repair the truck and explore its immediate replacement.

Due to the passing of the 2016 Capital Improvement Sales Tax, funding is now available to replace this critical piece of equipment for the fire department. After careful evaluation of the service area we protect, it was concluded that a new aerial ladder would have to have a minimum of 100 feet of reach. Staff visited with various manufacturers of fire apparatus, exploring what they each had to offer. Manufacturers brought in demo units of various styles and types for our department to operate and set up in various areas of the city to test their capabilities.

Fire department staff ultimately decided on Pierce Manufacturing’s 107 foot Ascendant model for several reasons. First and foremost, the truck is available with over 100 feet of reach while being manufactured on a single axle chassis. This is very important due to decreased maintenance cost, overall weight of the truck and better maneuverability. Second, the Oklahoma dealer for Pierce Manufacturing, Conrad Fire Equipment, operates mobile service vehicles and has a service center located in Oklahoma City. This ensures timely access to repairs/service when the need arises. No other manufacturer has that level of service available in Oklahoma. The city has a long standing relationship with both Pierce and Conrad, dating back in excess of 20 years. The fire department’s two engines were built by Pierce Manufacturing. Staying with a standard brand of fire apparatus allows for much easier training of personnel in the operation of the unit. Other manufacturers offered 100 foot units, but they were all built on tandem axle chassis and at a greater cost.

Pierce Manufacturing has presented a proposal price of \$934,225.00 for the Ascendant model on their Enforcer custom chassis, with a delivery of no more than 14 months. They included a pre-payment discount of \$48,518.00 if the unit is paid for in full at contract signing. This will include a performance bond, insuring the city’s funds in the event of non-compliance with the contract document. The City Attorney has reviewed this proposal, performance bond type and payment method and has approved it.

\*The proposed purchase price of \$934,225.00 includes the \$48,518.00 discount.

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
<b>Budgeted</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Account Number</b>	<b>Amount</b>		<u>\$934,225.00*</u>
<b>Legal Review</b>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>11/10/2016</u>

**Supporting documents attached**

- Pierce Manufacturing/Conrad Fire Equipment Proposal

**Recommendation**

Approval to purchase 107 foot aerial ladder fire apparatus from Pierce Manufacturing/Conrad Fire Equipment utilizing HGAC contract #FS12-15.

**Action Needed**       Public Hearing       Motion       Emergency Clause

# PROPOSAL FOR FURNISHING FIRE APPARATUS

November 29, 2016

City of Guthrie  
PO Box 908  
Guthrie, OK 73044

The undersigned is prepared to manufacture for you, upon an order being placed by you, for final acceptance by Pierce Manufacturing, Inc., at its home office in Appleton, Wisconsin, the apparatus and equipment herein named and for the following prices:

- Pierce Ascendant 107' Aerial Ladder Truck on Enforcer Chassis	\$ 982,743.00
2000 GPM Pump	
500 Gallon Tank	
Loose Equipment Package	
Prepayment Discount (Optional)	(48,518.00)
HGAC FS12-15 TA04 Shall be utilized for this purchase	Total \$ 934,225.00

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or intentional conflict, failures to obtain chassis, materials, or other causes beyond our control not preventing, within about 14 months after receipt of this order and the acceptance thereof at our office at Appleton, Wisconsin, and to be delivered to you at Guthrie, OK.

The specifications herein contained shall form a part of the final contract, and are subject to changes desired by the purchaser, provided such alterations are interlined prior to the acceptance by the company of the order to purchase, and provided such alterations do not materially affect the cost of the construction of the apparatus.

The proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications. Any increased costs incurred by first party because of future changes in or additions to said DOT or NFPA standards will be passed along to the customers as an addition to the price set forth above.

Unless accepted within 30 days from date, the right is reserved to withdraw this proposition.

Pierce Manufacturing, Inc.

By: \_\_\_\_\_  
AUTHORIZED SALES REPRESENTATIVE  
Ryan Reeves





Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

December 6, 2016

Contact

Don Sweger,
Police Chief

Agenda Item

Consider approval to purchase ten (10) 2017 Chevrolet Tahoe Police Pursuit units with equipment and upfit from Hudiburg Chevrolet utilizing Oklahoma Statewide Contract SW035.

Summary

On November 16, 2016, the City Council approved using funds from the 3/4 cent capital improvement sales tax to purchase police units. Staff recommends purchasing ten (10) 2017 Chevrolet Tahoe Police Pursuit units fully equipped with all necessary equipment for officers to do their job efficiently, including radars, ruggedized laptop computers and in-car camera systems. Hudiburg Chevrolet currently has the lowest priced vehicle available on the Oklahoma Statewide Contract. The ten (10) units will get our fleet back to a safe and functioning level. The need to begin a fleet rotation is dire and we will need to continue to purchase several vehicles every year to maintain the fleet safely and efficiently.

Funding Expected Revenue Expenditure N/A
Budgeted Yes No N/A
Account Number Amount \$720,330
Legal Review N/A Required Completed Date:

Supporting documents attached

- Hudiburg Chevrolet quote

Recommendation

Approve the purchase of ten (10) 2017 Chevrolet Tahoe Police Pursuit units with equipment and upfit from Hudiburg Chevrolet utilizing Oklahoma Statewide Contract SW035.

Action Needed Public Hearing Motion Emergency Clause



# QUOTE

6000 Tinker Diagonal  
 Midwest City, OK 73110  
 (405)737-3389

QUOTE NO. 120116A  
 DATE December 1, 2016

PREPARED FOR Eric Harlow  
 City of Guthrie

PREPARED BY Ryan Roberson

In Stock:   
 Order:  xx  
 Locate:

## Vehicle

Model Code	Description	
CK15706	2017 CHEVY TAHOE PPV	
STATE CONTRACT # SW0035 -- CATEGORY # 25101702 - ITEM # 10000009398		
<b>BASE PRICE</b>		<b>\$ 31,853.00</b>
BTV Remote start		\$ 190.00
9C1 4wd		\$ 3,157.00
Passenger side spot light		\$ 416.00
Rear doors inoperative		\$ 59.00
Rear windows inoperative		\$ 57.00
Add'l door keys - Quantity of 2		\$ 316.00
Add'l remotes - Quantity of 2		\$ 150.00
Delete middle seat		\$ -
Vinyl rear bench seat		\$ -
<b>TOTAL CHASSIS PRICE - EACH</b>		<b>\$ 36,198.00</b>
<b>EMERGENCY EQUIPMENT BY MEU - EACH</b>		<b>\$ 35,835.00</b>
<b>TOTAL ORDER PRICE - EACH</b>		<b>\$ 72,033.00</b>
<b>EXTENDED PRICE FOR A QUANTITY OF 10</b>		<b>\$720,330.00</b>

The price includes all discounts rebates and/or concessions. Tag title license and delivery not included unless stated above.

BUY LIKE THE PROS

[www.hudiburgfleet.com](http://www.hudiburgfleet.com)





**Agenda Item Cover Letter**

**Meeting**

City Council  
 GPWA  
 Other: Public Hearing

**Date of Meeting**

December 6, 2016

**Contact**

Cody Mosley,  
Community & Economic  
Development Director

**Agenda Item**

Public Hearing, discussion, and possible action of Ordinance No. 3305 to close sections of public right-of-way for Goodwill development

**Summary**

The Guthrie Planning Commission heard a request by Tapp Development to close a portion of the public right-of-way that is unused by vehicular traffic; specifically, the alley located in Block 85 of Guthrie Proper Addition, between Lots 1-8 on the west, and Lots 17-24 on the east. The area is zoned as C-2 (commercial).

The request was heard by the Guthrie Planning Commission at a Public Hearing on November 10, 2016. Notification was sent to 13 property owners within 300 feet of the location, as well as to all Utility Companies. Notification was also published in the Guthrie News Leader on November 1, 2016. The application was approved by the Planning Commission unanimously, with a recommendation to Council to approve.

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

**Supporting documents attached:**

- Ordinance No. 3305
- Planning Commission minutes and Planning Report

**Recommendation:**

Approve Ordinance No. 3305.

**Action Needed**     Public Hearing     Motion     Emergency Clause

PLANNING COMMISSION MINUTES  
November 10, 2016

The regular meeting of the Planning Commission posted on November 8, 2016 before 5:00 PM. The meeting was held November 10, 2016 at Guthrie City Hall.

Members:      Doug Powell, Chair              Absent  
                  Joe Chappell  
                  Ed French  
                  Vern Ogden

Also Present: Cody Mosley, Evelyn Nephew, Laverne Dowding, Sherri Mueller, Jason Emmett

**Call to Order**

The meeting was called to order on Thursday, November 10, 2016 at 5:30 PM. Commission members were present and a quorum declared.

**Public Comments**

Ms. Evelyn Nephew addressed the Planning Commission with concerns about closing the alley at 501 South Division Street. She wanted to make sure that residents nearby would still have access to their garages and property. Ms. Nephew was under the impression that at the time the plat was being considered, the alley was said to not be impacted.

**Approval of Previous Minutes**

A motion was made by Commissioner French and seconded by Commissioner Chappell to approve the minutes of the October 13, 2016 meeting as written. All voted aye.

**Discussion and Action Item 1**

Discussion was held regarding Application 2016-20113943 concerning a request to close the alley at 501 South Division Street. Based on the developer's representatives stating that nearby residents would still be allowed ingress and egress to their property, a decision was made to approve the application as submitted.

A motion was made by Commissioner French and seconded by Commissioner Chappell to approve the request to close the alley. All voted aye.

**Discussion and Action Item 2**

Discussion was held regarding Application 2016-20113880 concerning a request for a special use permit to allow a storage unit at 211 North First Street. A decision was made to approve the application as submitted.

A motion was made by Commissioner French and seconded by Commissioner Chappell to approve the special use request for a storage unit. All voted aye.

**New Business**

None

**Future Discussion**

Commissioner Ogden and Commissioner French agreed that a workshop to discuss design guidelines would be necessary moving forward.

**Staff Comments**

Cody Mosley noted that City Hall would be closed in observance of Veteran's Day, and he shared a thank you to those who have served.

**Commission Comments**

Commissioner Chappell wanted to note that while a perception that Guthrie is rural in nature is out there, the unique character of our buildings and streets make it necessary for us to enforce guidelines that protect this character.

**Adjournment**

The meeting adjourned at 5:58 PM.

Cody Mosley

Community & Economic Development Director

## PLANNING REPORT

To: Chairman and Members of the Planning Commission  
From: Jim Hanke, Chief Building Inspector  
Date: November 10, 2016  
Subject: Consideration of and recommendation to the City Council regarding a request to close a public right-of-way.

### GENERAL INFORMATION:

Applicant: Tapp Development

Requested Action: Applicant requests to close the public right-of-way as shown in the attached documents marked as "Exhibit A".

Description: The subject property is located in Block 85 of Guthrie Proper Addition, between lots 1-8 on the west, and between lots 17-24 on the east.

Surrounding Land Use and Zoning: C-2 (Commercial) and R-1 (Residential).

Special Information: Right-of-Way area will be used for the Goodwill Industries Development.

Utilities: OGE, ONG, City Sewer and Water Services.

History: N/A

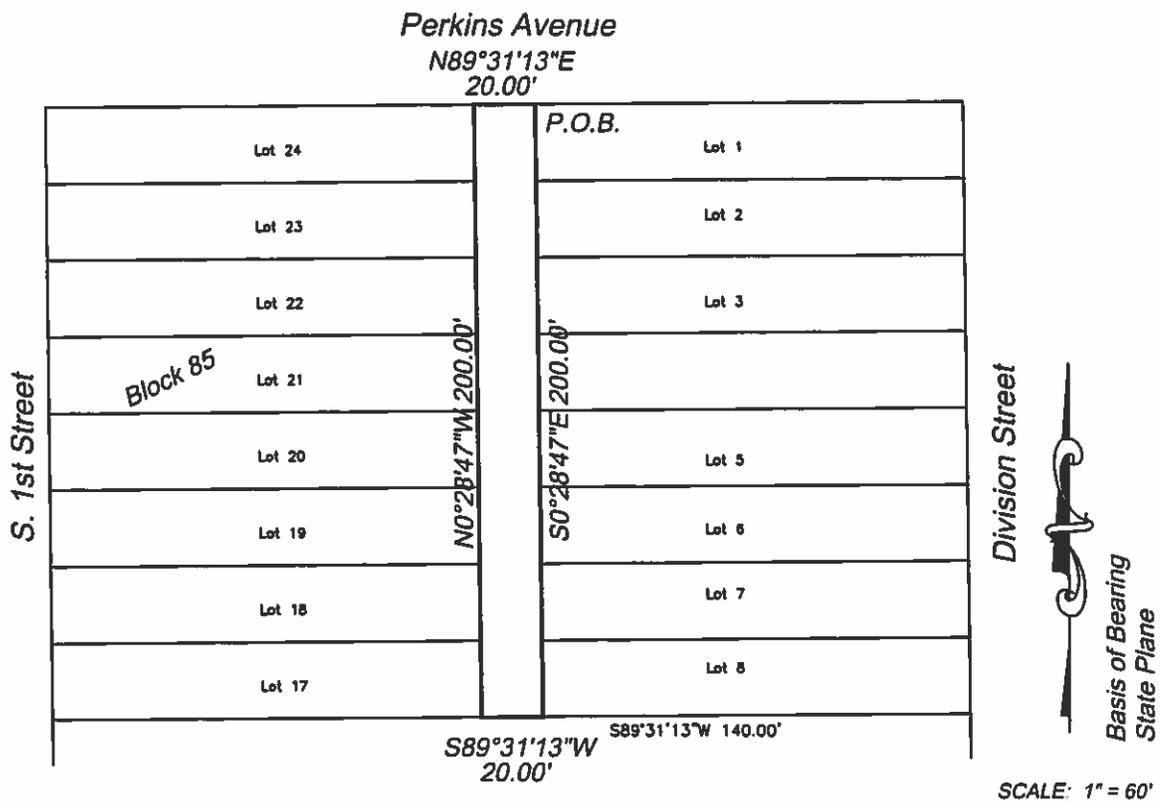
Notification: Notice in the Guthrie News Leader on October 29, 2016, 13 letters mailed to property owners within 300 feet of the subject property.

Respectfully Submitted,



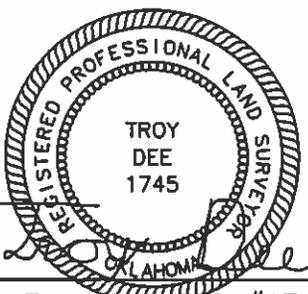
Jim Hanke  
Chief Building Inspector

"EXHIBIT A"



A tract of land in Block EIGHTY-FIVE (85) in the Townsite of GUTHRIE PROPER, a subdivision of the City of Guthrie, Logan County, Oklahoma, according to the plat recorded in Book 1 plats, Pages 4, 5, & 6, being the East Half of Section 8, Township 16 North, Range 2 West, of the Indian Meridian, Logan County, Oklahoma, being more particularly described as follows:

BEGINNING at the Northwest corner of Lot 1 in Block 85 in the Townsite of Guthrie Proper Addition; Thence S0°28'47"E along the West line of Lots 1-8 in said Block 85 a distance of 200.00 feet to the Southwest corner of Lot 8 in said Block 85; Thence S89°31'13"W a distance of 20.00 feet to the Southeast corner of Lot 7 in said Block 85; Thence N0°28'47"W along the East line of Lots 17-24 in said Block 85 a distance of 200.00 feet to the Northeast corner of Lot 24 of said Block 85; Thence N89°31'13"E along the North line of said Block 85 a distance of 20.00 feet to the Northwest corner of said Lot 1 and to the POINT OF BEGINNING.

  
 TROY  
 DEE  
 1745  
 REGISTERED PROFESSIONAL LAND SURVEYOR  
 OKLAHOMA  
 Troy Dee, PLS #1745

**Guthrie Goodwill**  
**Golden Land Surveying**  
 920 N.W. 139th St. Pkwy, Oklahoma City, Oklahoma 73013  
 C.A.# 7263 / Exp. Date =6/30/2018  
 Telephone: (405) 802-7883  
 troy1745@gmail.com

**ORDINANCE NO. 3305**

**AN ORDINANCE CLOSING PORTIONS OF RIGHT-OF-WAY LYING IN BLOCK 85 OF THE GUTHRIE PROPER ADDITION, GUTHRIE, OKLAHOMA, TO PUBLIC USE, AS SET FORTH HEREIN; RESERVING THE RIGHT TO REOPEN.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GUTHRIE:**

**Section 1.** The City Council of the City of Guthrie, Oklahoma, hereby determines it necessary and expedient to close to public use, the east-west alley located in Block 85 between lots 1-8 on the west, and lots 17-24 on the east, all in the Guthrie Proper Addition.

**Section 2.** The City retains the right to reopen said right-of-ways upon its own determination of necessity.

**Section 3.** Closing of the alley right-of-way shall not impair or affect the right of any municipal utility public service corporation or transmission company to continue to possess, occupy, use and have ingress and egress to the described area as a utility easement.

\*\*\*End\*\*\*

The undersigned hereby certify that the foregoing ordinance was adopted and approved by the Mayor and City Council of the City of Guthrie on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, after thirty (30) days' notice to franchise holders, utility companies and affected property owners in compliance with Resolution No. 97-10 of the Guthrie City Council, after public hearing, and after compliance with notice requirements of the Open Meeting Act (25 OSA, §301, et seq.).

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

ATTEST: (Seal)

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

Approved as to form and legality:

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



**Agenda Item Cover Letter**

<p><b>Meeting</b>  <input checked="" type="checkbox"/> City Council  <input type="checkbox"/> GPWA  <input type="checkbox"/> Public  <input checked="" type="checkbox"/> Other: <u>Hearing</u></p>	<p><b>Date of Meeting</b>          December 6, 2016</p>	<p><b>Contact</b>          Cody Mosley,          Community &amp; Economic          Development Director</p>
--	---	---

**Agenda Item**

Public hearing, discussion and possible action on a request to issue a special use permit for operation of a storage unit business.

**Summary**

The applicant filed an application for the Planning Commission to approve a special use permit to be issued for property located on First Street, north of Cleveland Avenue on the west side of the road, that would allow for operation of a storage unit business. Ordinance No. 3265 was passed on 11-04-2014 mandating any business looking to operate as a storage unit facility receive approval of a special use permit from the Guthrie City Council. Ordinance No. 3265 under Section 1, Paragraph A reads: "In a commercially zoned district labeled C-1, C-2, or C-3 the use of a storage unit facility shall require a special use permit approval from the Guthrie City Council."

The Guthrie Planning Commission met on November 10, 2016 to hear the application for a special use permit to allow for operation of a storage unit business. The Planning Commission voted unanimously to recommend approving this special use permit. The zoning allows for a special use permit to be issued.

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

**Supporting documents attached**

- Dowding/Eastnor LLC Application

**Recommendation**

None

**Action Needed**      Public Hearing      Motion      Emergency Clause

2016-20113927



Check # 7586 spl

PLANNING COMMISSION APPLICATION

The Planning Commission meets the second Thursday of each month. Applications must be submitted to Community Development at least three weeks prior to the meeting to allow for public notice. All required attachments must be filed with the application.

Required Attachments

- 1. Proof of ownership
- 2. Logan County Assessor's list of property owners within 300 feet of exterior boundary
- 3. Rendering of property showing all measurements to scale

Property Address

211 N 1<sup>ST</sup> St., Guthrie, OK 73044

Property Owner

Name Eastnor, LLC Daytime Phone (405) 570-2343

Mailing Address

4301 Canyon Rd., Guthrie, OK 73044

Application Type:

- Plan Review
- Rezoning
- Special Use
- Street/Alley Closure
- Lot Split
- PUD
- Subdivision Preliminary Plat
- Preliminary Plat
- Final Plat
- Amendment

Brief description of proposed project

(attach more pages if needed)

The project is a building to be constructed on unimproved Lots 8+9, Block 43, Guthrie Proper. The building will be 40' x 70' with three overhead doors facing east (1<sup>st</sup> St.) and three overhead doors facing west (alley). The building will be used for storage of autos and other personal property.

The applicant or a representative for the applicant must be present at the meeting.

Applicant Signature Eastnor, LLC  
Shelene A. Dowling, Mgr. Date 10-20-2016



Agenda Item Cover Letter

Meeting: X City Council, Date of Meeting: December 6, 2016, Contact: Eric Harlow, Fire Chief

Agenda Item

Discussion and possible action adopting Ordinance No. 3304 repealing Chapter 1, Article 6, Section 1-70 of the City of Guthrie Code of Ordinances, disbanding the Guthrie Firefighters Pension and Retirement Board, in accordance with Oklahoma State Statute changes.

Summary

The City of Guthrie currently operates a "local firefighters pension and retirement board." The State of Oklahoma operates the Oklahoma Firefighters Pension and Retirement System which also has its own firefighters pension and retirement board.

On July 1, 2016, Senate Bill 1021 went into effect, "sunsetting" all local pension and retirement boards as of January 1, 2017. The local board was duplicative in its function, as the state pension and retirement board had to also vote on any measures coming from local boards. Guthrie is one of the few that still maintains a local board.

This action would repeal the section of local ordinances establishing the local firefighters pension and retirement board. This will put our ordinances into compliance with state statutes.

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

Supporting documents attached

- Ordinance No. 3304
Oklahoma State Firefighters Association letter informing department of statute change.

Recommendation

Approve Ordinance No. 3304 repealing Chapter 1, Article 6, Section 1-70 of the City of Guthrie Code of Ordinances.

Action Needed: Public Hearing, Motion, Emergency Clause

**ORDINANCE NO. 3304**

**AN ORDINANCE REPEALING CHAPTER 1, ARTICLE 6, SECTION 1-70 OF THE CITY OF GUTHRIE CODE OF ORDINANCES, DISBANDING THE GUTHRIE FIREFIGHTERS PENSION AND RETIREMENT BOARD; PROVIDING FOR SEVERABILITY AND REPEALER.**

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

Section 1. Repealing Chapter 1, Article 6, Section 1-70 of the City of Guthrie Code of Ordinances. Whereas on July 1, 2016, Senate Bill 1021 went into effect “sunsetting” all local pension and retirement boards as of January 1, 2017. The local board was duplicative in its function, as the state pension and retirement board had to also vote on any measures coming from local boards. This action would repeal the section of local ordinances establishing the local firefighters pension and retirement board. This will put our ordinances into compliance with state statutes.

Section 2. All ordinances in conflict herewith are hereby repealed.

Section 3. If any part, article, section or subsection of this ordinance shall be held invalid or unconstitutional for any reason, such holding shall not be construed to impair or invalidate the remainder of this ordinance, notwithstanding such holding.

The foregoing Ordinance was introduced before the Guthrie City Council on the 6<sup>th</sup> day of December, 2016, and was duly adopted and approved by the Mayor and City Council on said date.

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

ATTEST: Seal

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

APPROVED AS TO SUBSTANCE  
AND FORM:

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



# OKLAHOMA STATE FIREFIGHTERS ASSOCIATION

2716 N.E. 50th Street, Oklahoma City, OK 73111  
405.424.1452 • 800.308.5336 • 405.424.1032 Fax • osfa@osfa.info • www.osfa.info

October 28, 2016

Chief Eric Harlow  
Guthrie Fire Department  
PO Box 908  
Guthrie OK 73044

RE: Local Pension Board Information

Dear Chief Harlow:

As you may be aware, SB 1021 passed the Legislature this past session and was signed into law by Governor Fallin. The effective date of the law was July 1, 2016. What the law does is "sunset" local pension boards on January 1, 2017 unless the local fire department takes an affirmative action to maintain their local pension board.

This issue has been addressed previously in SB 1480 in 2000 and is contained in the current pension statutes under Title O.S. 11 §49-103B which states,

*Local firefighter pension and retirement boards of participating employers of the System shall be terminated on December 31, 2000, and all powers, duties and functions shall be assumed by the Executive Director unless a majority of the active firefighters of an affected fire department elect to continue their local firefighter pension and retirement board before the termination date prescribed by this subsection, provided that an election shall be held within twenty (20) days of the date a petition is presented to the fire chief of a fire department signed by at least ten percent (10%) of the active firefighters on the rolls as of the petition date requesting an election to continue the local firefighter pension and retirement board.*

The law passed in 2016 was amendatory and only changed the date in the current language to read "December 31, 2016."

When this law originally passed in 2000, most fire departments in the state allowed their local pension boards to expire. Your department was one of the few that chose to keep your local board.

Since that time the OSFA and the State Pension Board have received numerous inquiries on how to eliminate the local pension board because they have found the local board to be cumbersome and an extra burden during the retirement process that generally has a slowing impact. The State Pension Board has the

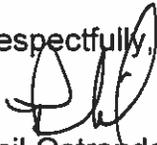
**Working to Protect and Improve the Oklahoma Fire Service**

ultimate authority and sometimes overrules the local board anyway. Each of these issues causes undue stress on firefighters at a time when they are already extremely nervous facing one of the biggest change events in their lives in the form of retirement.

In response to these numerous inquiries, OSFA introduced the legislation that became SB 1021. Now that it is in effect, your department has the option to do nothing and the local pension board will cease, or if your members determine that it is in the best interest of the fire department members as a whole, they can follow the outlined procedures in O.S. 11 §49-103B to take an affirmative vote to keep the local pension board.

We hope this information is timely and helpful to you and your department moving forward and should you have any questions regarding this or any other issue, feel free to contact our office at any time.

Respectfully,



Phil Ostrander  
Executive Director



Agenda Item Cover Letter

Meeting

X City Council
GPWA
Other:

Date of Meeting

December 6, 2016

Contact

Kim Biggs,
City Clerk

Agenda Item

Discussion and possible action on Resolution No. 2016-22, authorizing the Friends of the Excelsior Library to pursue grants to renovate the Excelsior Library building.

Summary

On November 15, 2016 the Friends of the Excelsior Library Foundation (FOELF) met with City Council during the City Council Workshop. The FOELF is interested in pursuing grants to renovate the Excelsior Library building. The FOELF currently wishes to pursue an Oklahoma Plan First grant in the amount of \$1500.00 with an application deadline of December 31, 2016. In order to submit the Plan First Grant Application to Preservation Oklahoma in accordance with guidelines, the FOELF requires authorization from Guthrie City Council. In the future, FOELF may pursue additional grants to continue renovation with City Council approval.

FOELF has already contacted and has plans for at least one architect to evaluate the building, has procured letters of support, and intends to raise funds for the match required by the grant.

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

- Resolution No. 2016-22
Draft Plan First Application
FOELF Non-Profit Certificate of Incorporation
Designation Form for the Excelsior Library - National Register of Historic Places

Recommendation

Approve Resolution No. 2016-22

Action Needed Public Hearing X Motion Emergency Clause

**RESOLUTION NO. 2016-22**

**A RESOLUTION AUTHORIZING THE FRIENDS OF THE EXCELSIOR LIBRARY FOUNDATION TO PURSUE GRANTS TO RENOVATE THE EXCELSIOR LIBRARY BUILDING**

**WHEREAS**, the City of Guthrie owns the building located at 323 S. 2<sup>nd</sup> Street also known as the Excelsior Library; and,

**WHEREAS**, on March 15, 2016, the National Park Service listed the Excelsior Library in the National Register of Historic Places --- the National Register is the Federal Government's official list of historic properties worth of preservation; and,

**WHEREAS**, the Governing Body of the City of Guthrie recognizes the building is in badly need of repair; and,

**WHEREAS**, the Friends of the Excelsior Library Foundation is interested in pursuing an Oklahoma Plan First Grant application to Preservation Oklahoma and additional grants to further research and renovate the Excelsior Library building.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GUTHRIE, OKLAHOMA** that the City of Guthrie, Oklahoma, authorizes the Friends of the Excelsior Library Foundation to submit grant applications on behalf of the City of Guthrie in an effort to preserve and renovate the Excelsior Library building.

\*\*\*END\*\*\*

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor and City Council of the City of Guthrie, Oklahoma on the 6<sup>th</sup> day of December, 2016, after compliance with the notice requirements of the Open Meeting Act (25 OSA, § 201, et. seq.)

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

ATTEST: (Seal)

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

Approved as to form on \_\_\_\_\_, 2016.

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

## A/P Claims List

from 11/15/2016 to 11/15/2016

Invoice #	Vendor	Description	Account	Cost
BOA OCT2016	BANK OF AMERICA 22774	CENTRAL OFFICE SUPPLIES	01-01-00-6100	\$2,026.96
BOA OCT2016	BANK OF AMERICA 22774	JANITOR/CHEMICAL SUPPLIES	01-01-00-6103	\$3,976.82
BOA OCT2016	BANK OF AMERICA 22774	BUILDINGS AND GROUNDS	01-01-00-6112	\$1,052.27
BOA OCT2016	BANK OF AMERICA 22774	TELEPHONE	01-01-00-6301	\$2,154.57
BOA OCT2016	BANK OF AMERICA 22774	COMPUTER OPERATIONS	01-01-00-6311	\$250.00
BOA OCT2016	BANK OF AMERICA 22774	MISC SERVICE CHARGES	01-01-00-6346	\$61.52
BOA OCT2016	BANK OF AMERICA 22774	MAINTENANCE AGREEMENTS	01-01-00-6347	\$868.53
BOA OCT2016	BANK OF AMERICA 22774	PROFESSIONAL SERVICES	01-01-00-6373	\$890.00
BOA OCT2016	BANK OF AMERICA 22774	INTERNET SERVICES	01-01-00-6381	\$743.46
BOA OCT2016	BANK OF AMERICA 22774	SUPPLIES OPERATING EXPENSE	01-02-24-6126	\$1,371.95
BOA OCT2016	BANK OF AMERICA 22774	ADVERTISING - LEGAL PUBLICATION	01-02-24-6334	\$460.50
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	01-02-25-6016	\$224.45
BOA OCT2016	BANK OF AMERICA 22774	SAFETY SUPPLIES	01-02-25-6110	\$281.35
BOA OCT2016	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-03-30-6048	\$523.00
BOA OCT2016	BANK OF AMERICA 22774	PRINTING	01-05-50-6308	\$83.25
BOA OCT2016	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-06-60-6048	\$138.94
BOA OCT2016	BANK OF AMERICA 22774	LITERACY PROGRAM	01-06-60-6114	\$1,322.87
BOA OCT2016	BANK OF AMERICA 22774	LIBRARY SUPPLIES	01-06-60-6117	\$1,079.47
BOA OCT2016	BANK OF AMERICA 22774	LIBRARY MATERIALS PRINT	01-06-60-6130	\$2,249.46
BOA OCT2016	BANK OF AMERICA 22774	LIBRARY MATERIALS ELECTRONIC	01-06-60-6131	\$2,457.23
BOA OCT2016	BANK OF AMERICA 22774	LIBRARY COLLECTION FEES	01-06-60-6340	\$83.51
BOA OCT2016	BANK OF AMERICA 22774	DUES AND SUBSCRIPTIONS	01-06-60-6355	\$41.00
BOA OCT2016	BANK OF AMERICA 22774	HUMAN FOOD	01-07-70-6107	\$15.00
BOA OCT2016	BANK OF AMERICA 22774	SAFETY SUPPLIES	01-07-70-6110	\$1,359.06
BOA OCT2016	BANK OF AMERICA 22774	SUPPLIES	01-07-70-6114	\$287.24
BOA OCT2016	BANK OF AMERICA 22774	PRINTING	01-07-70-6308	\$10.00
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-07-70-6316	\$3,583.04
BOA OCT2016	BANK OF AMERICA 22774	COMMUNICATIONS	01-07-70-6318	\$2,701.78
BOA OCT2016	BANK OF AMERICA 22774	COLLECTION FEES	01-07-70-6340	\$326.25
BOA OCT2016	BANK OF AMERICA 22774	TRAINING PROGRAM	01-07-70-6343	\$1,833.33
BOA OCT2016	BANK OF AMERICA 22774	DUES AND SUBSCRIPTIONS	01-07-70-6355	\$352.00
BOA OCT2016	BANK OF AMERICA 22774	AMMUNITION	01-07-71-6105	\$15,549.90
BOA OCT2016	BANK OF AMERICA 22774	CHEMICALS	01-07-72-6104	\$737.80
BOA OCT2016	BANK OF AMERICA 22774	KENNEL SUPPLIES	01-07-72-6114	\$43.57
BOA OCT2016	BANK OF AMERICA 22774	DUES AND SUBSCRIPTIONS	01-07-74-6355	\$70.00
BOA OCT2016	BANK OF AMERICA 22774	PHOTO/VIDEO SUPPLIES	01-07-77-6120	\$486.75
BOA OCT2016	BANK OF AMERICA 22774	SPECIAL INVESTIGATIONS OPERATIONS	01-07-77-6336	\$38.75
BOA OCT2016	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	01-08-80-6048	\$16.00
BOA OCT2016	BANK OF AMERICA 22774	CONTRACT LABOR	01-08-80-6054	\$99.75
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	01-12-00-6016	\$2,418.72
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	01-12-00-6102	\$324.42
BOA OCT2016	BANK OF AMERICA 22774	SAFETY APPARAL AND SUPPLIES	01-12-00-6110	\$366.97
BOA OCT2016	BANK OF AMERICA 22774	STREETS/SIDEWALKS/BRIDGES	01-12-00-6113	\$2,865.16
BOA OCT2016	BANK OF AMERICA 22774	MISC SUPPLIES	01-12-00-6114	\$62.25
BOA OCT2016	BANK OF AMERICA 22774	SIGNS AND MATERIALS	01-12-00-6115	\$595.97
BOA OCT2016	BANK OF AMERICA 22774	FUEL AND LUBE	01-12-00-6118	\$555.82
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-12-00-6316	\$4,270.48
BOA OCT2016	BANK OF AMERICA 22774	MACHINE MAINTENANCE	01-12-00-6317	\$721.87
BOA OCT2016	BANK OF AMERICA 22774	EQUIPMENT RENTAL	01-12-00-6321	\$149.90
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	01-14-00-6016	\$153.88

## A/P Claims List

from 11/15/2016 to 11/15/2016

Invoice #	Vendor	Description	Account	Cost
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	01-14-00-6102	\$757.62
BOA OCT2016	BANK OF AMERICA 22774	SHOP SUPPLIES	01-14-00-6114	\$126.13
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-14-00-6316	\$100.46
BOA OCT2016	BANK OF AMERICA 22774	MACHINE MAINTENANCE	01-14-00-6317	\$35.85
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-14-41-6116	\$421.27
BOA OCT2016	BANK OF AMERICA 22774	FUEL AND LUBE	01-14-41-6118	\$1,616.33
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	01-15-11-6016	\$723.43
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	01-15-11-6102	\$90.92
BOA OCT2016	BANK OF AMERICA 22774	SAFETY SUPPLIES	01-15-11-6110	\$1,040.93
BOA OCT2016	BANK OF AMERICA 22774	BUILDINGS AND GROUNDS	01-15-11-6112	\$843.72
BOA OCT2016	BANK OF AMERICA 22774	REC SUPPLIES	01-15-11-6125	\$139.10
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	01-15-11-6316	\$266.65
BOA OCT2016	BANK OF AMERICA 22774	MACHINE MAINTENANCE	01-15-11-6317	\$1,440.21
		<b>Total GENERAL FUND</b>		<b>\$69,939.39</b>
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	09-09-90-6016	\$577.52
BOA OCT2016	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	09-09-90-6048	\$634.59
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	09-09-90-6102	\$651.86
BOA OCT2016	BANK OF AMERICA 22774	SAFETY SUPPLIES	09-09-90-6110	\$254.50
BOA OCT2016	BANK OF AMERICA 22774	BUILDINGS AND GROUNDS	09-09-90-6112	\$7,348.27
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	09-09-90-6316	\$15,052.15
BOA OCT2016	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	09-09-92-6048	\$104.00
BOA OCT2016	BANK OF AMERICA 22774	CHEMICALS	09-09-92-6104	\$11,208.41
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	09-09-92-6316	\$11,749.49
BOA OCT2016	BANK OF AMERICA 22774	FOOD HUMANS	09-09-96-6107	\$100.00
BOA OCT2016	BANK OF AMERICA 22774	PUBLIC EDUCATION	09-09-96-6121	\$286.74
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	09-09-96-6316	\$90.89
BOA OCT2016	BANK OF AMERICA 22774	DUES AND SUBSCRIPTIONS	09-09-96-6355	\$239.00
		<b>Total FIRE/EMS FUND</b>		<b>\$48,297.42</b>
BOA OCT2016	BANK OF AMERICA 22774	MISC SUPPLIES	20-21-00-6114	\$125.00
BOA OCT2016	BANK OF AMERICA 22774	TELEPHONE	20-21-00-6301	\$1,093.84
BOA OCT2016	BANK OF AMERICA 22774	COMMUNICATIONS	20-21-00-6318	\$59.80
BOA OCT2016	BANK OF AMERICA 22774	UTILTY COLLECTION FEES	20-21-00-6340	\$194.67
BOA OCT2016	BANK OF AMERICA 22774	MAINTENANCE AGREEMENTS	20-21-00-6347	\$119.84
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	20-23-00-6102	\$249.09
BOA OCT2016	BANK OF AMERICA 22774	CHEMICALS	20-23-00-6104	\$4,936.26
BOA OCT2016	BANK OF AMERICA 22774	LAB SUPPLIES	20-23-00-6109	\$22.96
BOA OCT2016	BANK OF AMERICA 22774	FUEL AND LUBE	20-23-00-6118	\$1,148.23
BOA OCT2016	BANK OF AMERICA 22774	WATER TOWER INSPECTION FEES	20-23-00-6302	\$740.00
BOA OCT2016	BANK OF AMERICA 22774	ANNUAL STATE WATER TEST	20-23-00-6303	\$650.00
BOA OCT2016	BANK OF AMERICA 22774	VEHICLE MAINTENANCE	20-23-00-6316	\$184.83
BOA OCT2016	BANK OF AMERICA 22774	MACHINE MAINTENANCE	20-23-00-6317	\$317.32
BOA OCT2016	BANK OF AMERICA 22774	BOOSTER STATION MAINTENANCE	20-23-00-6335	\$745.33
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	20-24-00-6016	\$430.74
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	20-24-00-6102	\$229.86
BOA OCT2016	BANK OF AMERICA 22774	CHEMICALS	20-24-00-6104	\$7,977.10
BOA OCT2016	BANK OF AMERICA 22774	LAB SUPPLIES	20-24-00-6109	\$1,462.58
BOA OCT2016	BANK OF AMERICA 22774	SAFETY & APPAREL SUPPLIES	20-24-00-6110	\$84.99
BOA OCT2016	BANK OF AMERICA 22774	BUILDINGS AND GROUNDS	20-24-00-6112	\$211.33
BOA OCT2016	BANK OF AMERICA 22774	LIFT STATION MAINTENANCE	20-24-00-6312	\$6,078.16

## A/P Claims List

from 11/15/2016 to 11/15/2016

Invoice #	Vendor	Description	Account	Cost
BOA OCT2016	BANK OF AMERICA 22774	VEHCILE MAINTENANCE	20-24-00-6316	\$68.77
BOA OCT2016	BANK OF AMERICA 22774	MACHINE MINTENANCE	20-24-00-6317	\$1,076.93
BOA OCT2016	BANK OF AMERICA 22774	REQUIRED/MANDATORY TESTING	20-24-00-6357	\$590.00
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	20-26-00-6016	\$191.94
BOA OCT2016	BANK OF AMERICA 22774	SAFETY SUPPLIES AND APPAREL	20-26-00-6110	\$221.47
BOA OCT2016	BANK OF AMERICA 22774	MISC SUPPLIES	20-26-00-6114	\$33.97
BOA OCT2016	BANK OF AMERICA 22774	UNIFORMS	20-27-00-6016	\$1,327.56
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	20-27-00-6102	\$73.96
BOA OCT2016	BANK OF AMERICA 22774	SAFETY APPAREL AND SUPPLIES	20-27-00-6110	\$603.95
BOA OCT2016	BANK OF AMERICA 22774	WATER/SEWER MAINTENANCE	20-27-00-6119	\$1,579.98
BOA OCT2016	BANK OF AMERICA 22774	STREETS/SIDEWALKS	20-27-00-6313	\$1,650.51
BOA OCT2016	BANK OF AMERICA 22774	VEHCILE MAINTENANCE	20-27-00-6316	\$1,784.87
BOA OCT2016	BANK OF AMERICA 22774	MACHINE MAINTENANCE	20-27-00-6317	\$2,427.41
BOA OCT2016	BANK OF AMERICA 22774	MISC CHARGES	20-27-00-6346	\$84.99
BOA OCT2016	BANK OF AMERICA 22774	LICENSES AND CERTIFICATIONS	20-27-00-6365	\$248.00
		<b>Total GPWA OPERATING FUND</b>		<b>\$39,026.24</b>
BOA OCT2016	BANK OF AMERICA 22774	LIBRARY STATE AID	30-30-06-6541	\$911.79
BOA OCT2016	BANK OF AMERICA 22774	VOCA	30-30-07-6595	\$299.27
		<b>Total GRANTS FUND</b>		<b>\$1,211.06</b>
BOA OCT2016	BANK OF AMERICA 22774	MARKETING SUPPLIES	45-45-00-6123	\$2,869.91
BOA OCT2016	BANK OF AMERICA 22774	PARK IMPROVEMENTS	45-45-00-6545	\$377.72
		<b>Total HOTEL/MOTEL TAX FUND</b>		<b>\$3,247.63</b>
BOA OCT2016	BANK OF AMERICA 22774	PROFESSIONAL DEVELOPMENT	98-98-00-6048	\$82.70
BOA OCT2016	BANK OF AMERICA 22774	OFFICE SUPPLIES	98-98-00-6101	\$10.90
BOA OCT2016	BANK OF AMERICA 22774	MINOR TOOLS	98-98-00-6102	\$260.56
BOA OCT2016	BANK OF AMERICA 22774	BUILDINGS AND GROUNDS	98-98-00-6112	\$1,359.17
BOA OCT2016	BANK OF AMERICA 22774	TELEPHONE AND INTERNET	98-98-00-6301	\$390.51
BOA OCT2016	BANK OF AMERICA 22774	VEHCILE MAINTENANCE	98-98-00-6316	\$7.93
BOA OCT2016	BANK OF AMERICA 22774	MACHINE MAINTENANCE	98-98-00-6317	\$413.61
		<b>Total AIRPORT FUND</b>		<b>\$2,525.38</b>
		<b>Total All Funds</b>		<b>\$164,247.12</b>

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

**A/P Claims List**

from 11/17/2016 to 11/17/2016

Invoice #	Vendor	Description	Account	Cost
2036187	Better Day Plumbing	Refund for Plumbing Permit	01-00-00-2013	\$4.00
2036187	Better Day Plumbing	Refund for Plumbing Permit	01-00-00-5422	\$50.00
2036187	Better Day Plumbing	Refund for Plumbing Permit	01-00-00-5424	\$0.50
2036185	Andrea Post	OFFICE SUPPLIES	01-01-00-6100	\$20.71
6309	ADVANCE DOOR	REPAIR TO CITY HALL FRONT DOOR	01-01-00-6112	\$342.35
NP48889238	FLEETCOR TECHNOLOGIES	GUTHRIE HOUSING AUTHORITY	01-01-00-6118	\$100.38
NOV2016	OG&E 405	GENERAL FUND	01-01-00-6305	\$5,563.94
NOV2016	OG&E 405	STREET LIGHTING	01-01-00-6306	\$11,185.71
NOV2016	RANDEL C. SHADID (20656)	POSTAGE, COPYING COST, AND MISC	01-01-00-6373	\$7.20
NP48889238	FLEETCOR TECHNOLOGIES	BUILDING SERVICES	01-02-25-6118	\$156.72
NP48889238	FLEETCOR TECHNOLOGIES	COMMUNITY DEVELOPMENT	01-05-50-6118	\$45.88
2036160	KRISTINE KUTAY 22918	MILEAGE REIMBURSEMENT	01-06-60-6047	\$156.28
83040524	SIMPLEX-GRINNELL(20886)	PD RECHARGD 2 FIRE EXTINGUISHERS	01-07-70-6110	\$179.61
NP48889238	FLEETCOR TECHNOLOGIES	POLICE ADMINSTRATION	01-07-70-6118	\$3,097.71
2036179	Joe Billen	CONTRACT LABOR FOR HOME FOOTBAL	01-07-70-6122	\$90.00
2036181	Mike Wellington	CONTRACT LABOR FOR HOME FOOTBAL	01-07-70-6122	\$270.00
2036180	Shawn Lewellyn	CONTRACT LABOR FOR HOME FOOTBAL	01-07-70-6122	\$90.00
09282016	OUTBACK RESOURCE (23174)	POLICE DEPT LAUNDRY	01-07-70-6310	\$3.00
10042016	OUTBACK RESOURCE (23174)	POLICE DEPT LAUNDRY	01-07-70-6310	\$2.40
10122016	OUTBACK RESOURCE (23174)	POLICE DEPT LAUNDRY	01-07-70-6310	\$6.60
10192016	OUTBACK RESOURCE (23174)	POLICE DEPT LAUNDRY	01-07-70-6310	\$6.00
10262016	OUTBACK RESOURCE (23174)	POLICE DEPT LAUNDRY	01-07-70-6310	\$18.00
11032016	OUTBACK RESOURCE (23174)	POLICE DEPT LAUNDRY	01-07-70-6310	\$4.80
NOV2016	SHINEY BAYS CAR WASH	CAR WASHES	01-07-70-6316	\$228.90
NOV2016	LOGAN COMMUNITY SERVICES,	Logan County Referral Program	01-07-70-6345	\$125.00
2036172	POLYGRAPH EXAMINERS BOAR	Sweger Polygraph License Renewal	01-07-70-6355	\$100.00
NP48889238	FLEETCOR TECHNOLOGIES	CODE COMPLIANCE	01-07-74-6118	\$109.73
3494	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$120.00
3495	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$80.00
3496	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$80.00
3497	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$80.00
3498	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$160.00
3499	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$60.00
3500	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$60.00
3501	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$120.00
3502	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$60.00
3503	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$60.00
3512	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$120.00
3513	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$80.00
3514	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$40.00
3515	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$60.00
3516	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$100.00
3517	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$100.00
3518	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$100.00
3519	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$70.00
3520	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$500.00
3545	A CUT ABOVE LAWN SERVICE	WEED ABATEMENT	01-07-74-6353	\$150.00
NOV2016	OKLA DEPARTMENT OF PUBLIC	OLETS MAINTENANCE	01-07-79-6304	\$350.00
NP48889238	FLEETCOR TECHNOLOGIES	STREET	01-12-00-6118	\$1,462.35
NP48889238	FLEETCOR TECHNOLOGIES	FLEET	01-14-00-6118	\$42.03

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

**A/P Claims List**

from 11/17/2016 to 11/17/2016

Invoice #	Vendor	Description	Account	Cost
NOV 2016	SHINEY BAYS CAR WASH	VEHICLE MAINTENANCE	01-14-41-6116	\$130.50
NP48889238	FLEETCOR TECHNOLOGIES	PARKS	01-15-11-6118	\$1,533.17
		<b>Total GENERAL FUND</b>		<b>\$27,683.47</b>
2036190	AETNA - KENTUCKY (22392)	EMS Refund due to overpayment for Wesley	09-00-00-5435	\$267.03
2036163	BLUE CROSS BLUE SHIELD	EMS Refund due to overpayment for Philip B	09-00-00-5435	\$690.27
2036191	Dorothy Blehm	EMS refund due to overpayment for Dorothy	09-00-00-5435	\$69.93
2036193	HEALTH CARE SERVICE CORP	EMS refund due to overpayment for Charles	09-00-00-5435	\$113.19
2036194	Patsy Smith	EMS refund due to overpayment for Patsy S	09-00-00-5435	\$596.85
2036192	Tonia Lillard	EMS Refund due to overpayment for Tonia L	09-00-00-5435	\$1,448.00
NP48889238	FLEETCOR TECHNOLOGIES	SUPPRESSION	09-09-90-6118	\$751.38
13924	DeShields Truck Service	AMB 5 FRONT END ALIGNMENT/REPAIR	09-09-90-6316	\$747.48
NOV 16	SHINEY BAYS CAR WASH	CAR WASHES	09-09-90-6316	\$95.10
NP48889238	FLEETCOR TECHNOLOGIES	EMS	09-09-92-6118	\$2,159.44
2036174	MOR POWER MUFFLER & AUTO	EXHAUST PIPE REPAIR AMB 4	09-09-92-6316	\$30.00
NOV2016	INTERMEDIX (22025)	BLANKET PO	09-09-92-6373	\$5,986.04
NP48889238	FLEETCOR TECHNOLOGIES	FIRE ADMINISTRATION	09-09-96-6118	\$308.52
		<b>Total FIRE/EMS FUND</b>		<b>\$13,263.23</b>
CM NOV2016	WASTE CONNECTIONS, INC	Office Rent	20-00-00-5466	(\$250.00)
2036195	Lessert Enterprises, INC	Refund Service Fee for New Service	20-00-00-5522	\$50.00
NOV2016	OG&E 405	GPWA FUND	20-21-00-6305	\$8,162.16
NOV 2016	USPS - UNITED STATES POSTAL	MONTHLY POSTAGE	20-21-00-6309	\$1,000.00
NOV2016	USPS - UNITED STATES POSTAL	MONTHLY POSTAGE	20-21-00-6309	\$2,000.00
17146781/17146	WASTE CONNECTIONS, INC	Sanitation Service Agreement	20-21-00-6348	\$74,702.95
2027465	MYERS ENGINEERING	PAVING & DRAINAGE INFRASTRUCTURE	20-21-00-6373	\$4,500.00
1045	NORPS, LLC	IT SUPPORT AGREEMENT	20-21-00-6373	\$3,185.41
1986	MID AMERICA HYDRO TECH	REPLENISH CHEMICAL STOCK	20-23-00-6104	\$623.28
105821	SOUTHWEST CHEMICAL (20977)	REPLENISH STOCK BLEACH 150 CYL CL2,	20-23-00-6104	\$1,603.00
106017	SOUTHWEST CHEMICAL (20977)	REPLENISH STOCK BLEACH 150 CYL CL2,	20-23-00-6104	\$240.00
106018	SOUTHWEST CHEMICAL (20977)	REPLENISH STOCK BLEACH 150 CYL CL2,	20-23-00-6104	\$1,503.50
NP48889238	FLEETCOR TECHNOLOGIES	WTP	20-23-00-6118	\$162.42
NP48889238	FLEETCOR TECHNOLOGIES	WWTP	20-24-00-6118	\$132.83
NP48889238	FLEETCOR TECHNOLOGIES	CONVENIENCE CTR	20-26-00-6118	\$0.00
17146781/17146	WASTE CONNECTIONS, INC	Sanitation Service Agreement	20-26-00-6375	\$4,872.99
NP48889238	FLEETCOR TECHNOLOGIES	LINE MAINTENANCE	20-27-00-6118	\$2,207.44
		<b>Total GPWA OPERATING FUND</b>		<b>\$104,695.98</b>
2036147	MICHAEL JOHNS 22895	TEACH CLASS SEQUOYAH COUNTY USE	30-30-07-6595	\$178.20
		<b>Total GRANTS FUND</b>		<b>\$178.20</b>
NOV2016	BancFirst (23245)	SERIES 2016 REVENUE NOTE WWT, WWT	50-50-00-6714	\$101,628.42
		<b>Total WATER TREATMENT PLANT FUND</b>		<b>\$101,628.42</b>
NOV2016	BancFirst (23245)	SERIES 2016 REVENUE NOTE WWT, WWT	54-54-02-6714	\$18,222.00
NOV2016	OKLA WATER RESOURCES	SERIES 2013 REV NOTE AMR AND	54-55-23-6714	\$24,609.67
		<b>Total CAPITAL PROJECTS</b>		<b>\$42,831.67</b>
01-011790-007	UTILITY DEPOSIT REFUND		71-00-00-5555	\$63.51
02-023250-010	UTILITY DEPOSIT REFUND		71-00-00-5555	\$2.86
04-040300-007	UTILITY DEPOSIT REFUND		71-00-00-5555	\$51.57
04-043352-003	UTILITY DEPOSIT REFUND		71-00-00-5555	\$125.00
04-043353-002	UTILITY DEPOSIT REFUND		71-00-00-5555	\$125.00

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

**A/P Claims List**

from 11/17/2016 to 11/17/2016

Invoice #	Vendor	Description	Account	Cost
04-045949-003	UTILITY DEPOSIT REFUND		71-00-00-5555	\$48.04
05-050250-012	UTILITY DEPOSIT REFUND		71-00-00-5555	\$9.39
05-050910-011	UTILITY DEPOSIT REFUND		71-00-00-5555	\$11.93
05-052010-011	UTILITY DEPOSIT REFUND		71-00-00-5555	\$32.75
06-060900-009	UTILITY DEPOSIT REFUND		71-00-00-5555	\$27.69
06-060980-007	UTILITY DEPOSIT REFUND		71-00-00-5555	\$57.80
07-071265-002	UTILITY DEPOSIT REFUND		71-00-00-5555	\$87.10
07-071432-009	UTILITY DEPOSIT REFUND		71-00-00-5555	\$125.00
07-071670-004	UTILITY DEPOSIT REFUND		71-00-00-5555	\$39.01
07-074031-008	UTILITY DEPOSIT REFUND		71-00-00-5555	\$32.86
07-075248-003	UTILITY DEPOSIT REFUND		71-00-00-5555	\$491.69
08-080050-003	UTILITY DEPOSIT REFUND		71-00-00-5555	\$72.28
09-090255-001	UTILITY DEPOSIT REFUND		71-00-00-5555	\$3.13
09-090510-012	UTILITY DEPOSIT REFUND		71-00-00-5555	\$3.05
10-100540-007	UTILITY DEPOSIT REFUND		71-00-00-5555	\$2.18
11-112090-011	UTILITY DEPOSIT REFUND		71-00-00-5555	\$51.95
12-121511-012	UTILITY DEPOSIT REFUND		71-00-00-5555	\$32.28
14-141621-014	UTILITY DEPOSIT REFUND		71-00-00-5555	\$5.42
99-233698-001	UTILITY DEPOSIT REFUND		71-00-00-5555	\$23.69
99-999420-004	UTILITY DEPOSIT REFUND		71-00-00-5555	\$8.27
<b>Total UTILITY DEPOSIT FUND</b>				<b>\$1,533.45</b>
3742	TOP QUALITY DOORS LLC	DOOR PANELS & PARTS FOR MAINT.	98-98-00-6112	\$430.00
NP48889238	FLEETCOR TECHNOLOGIES	AIRPORT	98-98-00-6118	\$58.46
6184	RED DIRT CONSTRUCTION, LLC.	2 BORES FOR KEYPAD & GATE	98-98-00-6150	\$2,000.00
3720	TOP QUALITY DOORS LLC	LIFTMASTER SL 585 SLIDE GATE OPENER	98-98-00-6150	\$7,239.00
NOV2016	OG&E 405	AIRPORT FUND	98-98-00-6305	\$527.83
2036182	USDA-APHIS-WILDLIFE	REMOVAL OF DEER/COYITES	98-98-00-6373	\$800.00
<b>Total AIRPORT FUND</b>				<b>\$11,055.29</b>
<b>Total All Funds</b>				<b>\$302,869.71</b>