



60th City Council

Mayor Chuck Burtcher

Ward I – Trey Ayers, John Wood Ward II – Mary Coffin, Patty Hazlewood

Ward III – Ellen Gomes, Gaylord Z. Thomas

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

101 N. 2nd Street, Guthrie, OK 73044

September 7, 2010, 7:00pm

Agenda

- 1. Call to Order
2. Public Comments
3. Consent Agenda
All matters listed will be enacted by one motion unless a request is made for discussion by any Trustee or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held August 17, 2010 ... 3
B. Consider approval of claims 5
C. Consider authorizing City staff to contract with Aetna to continue providing dental and life insurance coverage for City employees for fiscal year 201121
D. Consider authorizing City staff to contract with Principal to provide medical insurance coverage for City employees for the fiscal year 201123

Resolution

- 4. Public Hearing and consider approval of Resolution No. 2010-13, adopting FY 2011 Budget for the General Fund, Guthrie Public Works Authority Fund and miscellaneous funds25
5. Adjourn

CITY COUNCIL MEETING

- 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 councilmember or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
A. Consider approval of minutes of the Special City Council Workshop held on August 17, 2010 ... 31
B. Consider approval of minutes of the Regular City Council Meeting held on August 17, 2010 33
C. Consider approval of claims37
D. Consider approval of the EMS Agreement between the City of Guthrie and Logan County Emergency Medical Services District Board of Trustees for the period of October 1, 2010 through September 30, 201139
E. Consider award acceptance of 2011 Oklahoma Highway Safety Grant.....47
F. Consider authorizing a request from Kenneth Martin for a lump sum payment from the City’s retirement plan, Oklahoma Municipal Retirement Fund, OMRF69
G. Consider authorizing staff to surplus and sell two 9mm submachine guns for \$1,600 to Midwest Tactical, Inc. Midwest Tactical possesses a Class III Firearms License which is required for the sale of this type of weapon73
H. Consider authorizing City staff to contract with Aetna to continue providing dental and life insurance coverage for City employees for fiscal year 2011 (see pg 21)

- I. Consider authorizing City staff to contract with Principal to provide medical insurance coverage for City employees for the fiscal year 2011 (see pg 23)

Resolution

3. Public Hearing and consider approval of Resolution No. 2010-13, adopting FY 2011 Budget for the General Fund, Guthrie Public Works Authority Fund and miscellaneous funds... (see pg 25)

Ordinance

4. Public Hearing and consideration of approval of Ordinance # 3213 Planning Commission recommendation to close the west half of the east/west alley in the 400 block of West Springer77

5. City Manager’s Report

6. Requests/comments from members of the City Council

7. Consider convening an Executive Session pursuant to the Authority of Title 25, O.S. 2001, Sections:

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

B. 307 (B)(4) for the Purpose of Discussing Confidential Communications between City Council and its Attorney Concerning a Pending Investigation or Claim; specifically Case No. CJ 2009-3 (Initiative Petition filed September 7, 2008 for proposed Ordinance to the City of Guthrie) and Case No. CJ 2010-175 (Schandorf and Hazlewood vs City of Guthrie and Guthrie Public Works Authority).

C. 307 (B)(2) for the purpose of discussing negotiations concerning employees and representatives of the International Association of Fire Fighters (IAFF), Local 2145.

D. 307(B)(2) for the purpose of discussing negotiations concerning employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105.

8. Consideration of action regarding the Employment, Hiring, Appointment, Promotion, Demotion, Disciplining, Resignation or Termination of council-appointed employee (City Manager).

9. Consideration of action regarding Case No. CJ 2009-3 (Initiative Petition filed September 7, 2008 for proposed Ordinance to the City of Guthrie); and Case No. CJ 2010-175 (Schandorf and Hazlewood vs City of Guthrie and Guthrie Public Works Authority).

10. Consideration of action regarding negotiations concerning employees and representatives of the International Association of Fire Fighters (IAFF), Local 2145.

11. Consideration of action regarding negotiations concerning employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105.

12. Adjourn

Agenda posted on the bulletin board in the lobby of City Hall before 5:00 pm on Friday, September 3, 2010. The City of Guthrie encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive the 48 hours rule if signing is not the necessary accommodation.

MINUTES

GUTHRIE PUBLIC WORKS MEETING

August 17, 2010

The regular meeting of the Guthrie Public Works Authority was posted on Friday, August 13, 2010 before 5:00 p.m. and held August 17, 2010 in the Guthrie City Hall Council Chambers.

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

Pledge of Allegiance was led by Chairman Chuck Burtcher.

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

Members Present:	Chuck Burtcher	Trey Ayers	Patty Hazlewood
	Ellen Gomes	Mary Coffin	John Wood
	Gaylord Z. Thomas		

Members Absent: None

Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Lance Crenshaw	Rene Spineto	Maxine Pruitt
	Jim Ahlgren	Linda Gens	Kevin Dixon, Jr.

Chairman Burtcher declared a quorum with all (7) Trustees in attendance.

Public Comments. Guthrie Public Library Director Linda Gens, Children Program Coordinators Candy Ford and Samantha Stewart presented Certificate of Appreciation to the teen volunteers that helped during the Summer Reading Program and expressed a “Thank You” to the sponsors who helped make this program a success.

Ms. Veronica Morava gave the Chamber of Commerce/Convention and Visitors Bureau Quarterly Report.

Consent Agenda: Motion by Trustee Ayers, seconded by Trustee Thomas, moved approval of the Consent Agenda as follows:

- A. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on August 3, 2010.
- B. Consider approval of Claims:

GPWA Fund:	\$122,752.75
Water Treatment Plant Fund:	\$218,975.00
CMOM Fee Fund:	\$ 44,860.50



GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

September 7, 2010

I hereby certify the purchase orders listed have been issued and encumbered against the available balance of the authorized appropriated accounts and that the department head and/or officer in charge of those accounts has certified that the procurements were necessary to the proper conduct of activities; that the merchandise and/or services have been satisfactorily received or utilized; and that the purchase orders are now a true and just debt of the Guthrie Public Works Authority. These purchase orders are therefore presented to you to be presented to the governing body for consideration as claims for payment.

A handwritten signature in black ink, appearing to read "Kevin Dixon Jr.", written over a horizontal line.

Kevin Dixon Jr.
Senior Buyer
Administrative Services

Monthly Claims Approved As Per Ordinance #2973
By City Manager

City Manager

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
1754193	MCLAIN-CHITWOOD (358)	Misc. Office Supplies	01-01-00-6100	\$235.92
175580	MCLAIN-CHITWOOD (358)	Misc. Office Supplies	01-01-00-6100	\$535.08
175585	MCLAIN-CHITWOOD (358)	Misc. Office Supplies	01-01-00-6100	\$5.88
7221865	QUILL CORPORATION(489)	Misc. Office Supplies	01-01-00-6100	\$125.92
7229578	QUILL CORPORATION(489)	Misc. Office Supplies	01-01-00-6100	\$368.63
7567113	QUILL CORPORATION(489)	Misc. Office Supplies	01-01-00-6100	\$809.83
7601170	QUILL CORPORATION(489)	Misc. Office Supplies	01-01-00-6100	\$15.74
2031351	WALMART COMMUNITY BRC(207)	Supplies	01-01-00-6100	\$6.88
229017207	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$224.72
229283635	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$1,863.28
229283643	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$3.45
229469440	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$27.00
229724794	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$149.43
2031351	WALMART COMMUNITY BRC(207)	Janitorial Supplies	01-01-00-6103	\$67.19
101988	BUCKO GLOVES INC (1985)	Glove Order	01-01-00-6110	\$357.20
228830071	EVE SUPPLY(21320)	Condensate Pump for Air Unit	01-01-00-6112	\$40.00
258187	OKLA AIR FILTER SALES & Servi	Air filter order for City Hall 4 sets	01-01-00-6112	\$712.53
2349013	OKLA HOME CENTERS, INC. (20	Misc. Supplies	01-01-00-6112	\$33.97
MISC SUPPLIES	OKLA HOME CENTERS, INC. (20	Misc. Supplies	01-01-00-6112	\$7.05
297665764	TERMINEX 22413	Pest Control	01-01-00-6112	\$90.00
Cookie Chamber	FURROW FLOWERS & GIFTS (1	Get Well and Condolences - Flowers and Pla	01-01-00-6114	\$65.00
Ralp Hood (Moth	FURROW FLOWERS & GIFTS (1	Get Well and Condolences - Flowers and Pla	01-01-00-6114	\$65.00
Shawn Hamil (M	FURROW FLOWERS & GIFTS (1	Get Well and Condolences - Flowers and Pla	01-01-00-6114	\$65.00
2031349	AT&T LONG DISTANCE(21268)	Long Distance Service for Aug 2010	01-01-00-6301	\$76.20
6463542153	VERIZON WIRELESS (21875)	Cell phone serves	01-01-00-6318	\$298.37
AUGUST 2010	CRAWFORD & ASSOCIATES,P.C.	Professional Services-Accounting & Consulti	01-01-00-6330	\$2,145.00
288088ER	AFLAC(20180)	Service Fee for August 2010	01-01-00-6346	\$25.00
SEPTEMBER C	GODDARD ENTERPRISES (798)	Siren Maint.	01-01-00-6372	\$200.00
Total				\$8,619.27
Total GENERAL GOVERNMENT				\$8,619.27
7/14 - 8/14 POS	RANDEL C. SHADID(20656)	Reimbursement for Postate Seminars and Mi	01-02-20-6054	\$13.20
CNIN078813BMI	BMI SYSTEMS, INC. 664	Maintence for 4rd floor Canon Copier (JJM01	01-02-20-6317	\$204.94
Total CITY MANAGER				\$218.14
7/23,7/25 ref#77	GUTHRIE NEWS LEADER (1578)	Classified Ad for PD Position - Runs Wednes	01-02-24-6334	\$61.20
Total HUMAN RESOURCES				\$61.20
Total ADMINISTRATION				\$279.34
CNIN078814BMI	BMI SYSTEMS, INC. 664	Maintenance for Finance Canon Copier	01-03-30-6317	\$167.49
2011 BUDGET S	GUTHRIE NEWS LEADER (1578)	Legal Notices FY 2011 Budget Summary	01-03-30-6334	\$270.00
AUDIT FOR FY	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	\$10.40
2010-2011	O.M.L.(426)	Oklahoma Municipal Clerks & Treasurers Sta	01-03-30-6355	\$51.50
Total FINANCE				\$499.39
Total FINANCE				\$499.39
.AUGUST 2010	COX COMMUNICATIONS(20698)	City Hall and Fire Dept. Internet services	01-04-45-6381	\$39.95
AUGUST 2010.	COX COMMUNICATIONS(20698)	City Hall and Fire Dept. Internet services	01-04-45-6381	\$239.95
EDU451	PANOPTO 22357	CourseCast Hosted Video	01-04-45-6381	\$49.00
Total INFORMATION SERVICES				\$328.90

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
Total INFORMATION SERVICES				\$328.90
CNIN078647BMI	BMI SYSTEMS, INC. 664	Maintenance for Planning Canon Copier	01-05-50-6317	\$205.40
PUBLIC HEARIN	GUTHRIE NEWS LEADER (1578)	Notice of Public Hearing PC 7/21/2010	01-05-50-6334	\$30.30
92210745	ESRI INC. 22648	ESRI/ArcView Maintenance Agreement - Cus	01-05-50-6356	\$400.00
Total COMMUNITY DEVELOPMENT				\$635.70
32189	MIDWEST PUBLISHING CO.(372)	Notice of Abatement Poster Signs, 10 X 14, P	01-05-51-6308	\$155.00
003854	BEN'S SPRAYING SERVICE 226	Abatement(s) for 11th Street and W. Noble, 1	01-05-51-6354	\$100.00
003855	BEN'S SPRAYING SERVICE 226	Abatement(s) for 11th Street and W. Noble, 1	01-05-51-6354	\$250.00
003856	BEN'S SPRAYING SERVICE 226	Abatement(s) for 11th Street and W. Noble, 1	01-05-51-6354	\$250.00
846411	ROBERT GOFF 22654	Abatement at 419 East Perkins, Guthrie, Oka	01-05-51-6354	\$150.00
Total CODE COMPLIANCE				\$905.00
Total PLANNING				\$1,540.70
297639268	TERMINEX 22413	Pest Control	01-06-60-6112	\$50.00
B1348438	BRODART(289)	Grown Ups and Childrens Books	01-06-60-6130	\$15.08
B1361457	BRODART(289)	Grown Ups and Childrens Books	01-06-60-6130	\$13.26
CNIN078197BMI	BMI SYSTEMS, INC. 664	Maintenance for Library Canon Copier	01-06-60-6317	\$130.21
Total LIBRARY				\$208.55
Total LIBRARY				\$208.55
2031351	WALMART COMMUNITY BRC(207	Prisoners and Jail Food	01-07-70-6106	\$117.44
10080300209927	OFFICE DEPOT,INC. (286)	Office Chair Replacement - CID Chair Broken	01-07-70-6114	\$129.99
2349037	OKLA HOME CENTERS, INC. (20	Sending Scope for Repairs (UPS Shipping)	01-07-70-6114	\$30.94
2031351	WALMART COMMUNITY BRC(207	Paper Shredder	01-07-70-6114	\$84.88
2031351	WALMART COMMUNITY BRC(207	Office Supplies	01-07-70-6114	\$30.12
32150	MIDWEST PUBLISHING CO.(372)	Citation Jackets	01-07-70-6308	\$281.20
000127	GHM ENTERPRISES (1097)	8/4/2010 Laundry, 8/11/2010 Laundry, 8/18/2	01-07-70-6310	\$11.40
000131	GHM ENTERPRISES (1097)	8/4/2010 Laundry, 8/11/2010 Laundry, 8/18/2	01-07-70-6310	\$9.00
000135	GHM ENTERPRISES (1097)	8/4/2010 Laundry, 8/11/2010 Laundry, 8/18/2	01-07-70-6310	\$16.80
000140	GHM ENTERPRISES (1097)	8/4/2010 Laundry, 8/11/2010 Laundry, 8/18/2	01-07-70-6310	\$21.00
43	RESCUE TECH 22635	Repairs to Computer and Video Card	01-07-70-6311	\$154.99
29428	STANDLEY SYSTEMS(20709)	Repairs to Printer in Squad Room, Parts, Lab	01-07-70-6311	\$440.00
87266	RON'S MOBILE TIRE 506	Tires for Unit #27 and Waste Fee, Balance Ti	01-07-70-6316	\$16.00
87277	RON'S MOBILE TIRE 506	Tires for Unit #27 and Waste Fee, Balance Ti	01-07-70-6316	\$260.98
87283	RON'S MOBILE TIRE 506	Tires for Unit #27 and Waste Fee, Balance Ti	01-07-70-6316	\$20.00
87288	RON'S MOBILE TIRE 506	Tires for Unit #27 and Waste Fee, Balance Ti	01-07-70-6316	\$260.98
GPD JULY 2010	SHINEY BAYS (22581)	PD July Car Wash	01-07-70-6316	\$236.80
CNIN078213BMI	BMI SYSTEMS, INC. 664	Maintenance for Police Canon Copier	01-07-70-6317	\$120.66
MEAL REIMBUR	ANTHONY GIBBS (21409)	Meal Reimbursement for Meals (Law Enforce	01-07-70-6343	\$16.13
REIMB FOR BU	ANTHONY GIBBS (21409)	Meal Reimbursement for Meals (Law Enforce	01-07-70-6343	\$18.59
911 TRAINING	SHELLY CLEMONS(20401)	Reimbursement for Mileage @ 0.50 x 63 Miles	01-07-70-6343	\$31.50
1 YR ANIMAL S	GUTHRIE NEWS LEADER (1578)	(2) 1 Year Subcriptions (Police Department a	01-07-70-6355	\$72.00
1 YR POLICE D	GUTHRIE NEWS LEADER (1578)	(2) 1 Year Subcriptions (Police Department an	01-07-70-6355	\$72.00
Total POLICE ADMINISTRATION				\$2,453.40
820358	SOUTHPOINT VET CLINIC (734)	7/12 Euth, 7/16 Euth, 7/23 Euth 7/28 Euth	01-07-72-6104	\$48.00
820359	SOUTHPOINT VET CLINIC (734)	7/12 Euth, 7/16 Euth, 7/23 Euth 7/28 Euth	01-07-72-6104	\$48.00
820360	SOUTHPOINT VET CLINIC (734)	7/12 Euth, 7/16 Euth, 7/23 Euth 7/28 Euth	01-07-72-6104	\$60.00
820361	SOUTHPOINT VET CLINIC (734)	7/12 Euth, 7/16 Euth, 7/23 Euth 7/28 Euth	01-07-72-6104	\$18.00
820363	SOUTHPOINT VET CLINIC (734)	8/13, 8/17 and 8/19 Euth	01-07-72-6104	\$33.00

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
820364	SOUTHPOINT VET CLINIC (734)	8/13, 8/17 and 8/19 Euth	01-07-72-6104	\$60.00
820365	SOUTHPOINT VET CLINIC (734)	8/13, 8/17 and 8/19 Euth	01-07-72-6104	\$33.00
820366	SOUTHPOINT VET CLINIC (734)	8/13, 8/17 and 8/19 Euth	01-07-72-6104	\$3.00
287810759	TERMINEX 22413	Pest Control	01-07-72-6112	\$40.00
2031351	WALMART COMMUNITY BRC(207	Fan and Supplies	01-07-72-6112	\$40.97
0028571-2176-4	WASTE MANAGEMENT (22106)	DEY-Dead Animals Fuel Surcharge Evf8-Env	01-07-72-6114	\$89.19
87094	RON'S MOBILE TIRE 506	Flat Fixed on Unit 4	01-07-72-6316	\$10.00
87132	RON'S MOBILE TIRE 506	Flat Fixed on Unit 4	01-07-72-6316	\$396.00
		Total ANIMAL CONTROL		\$879.16
20101109	C.O.P.S. PRODUCTS, L.L.C. 226	Lake Patrol Uniforms	01-07-78-6114	\$692.62
2662	UNIQUE DESIGNS (21785)	Vinyl Lettering for Lake Patrol Vehicle and Vi	01-07-78-6116	\$95.00
		Total LAKE ENFORCEMENT		\$787.62
04-1100467	OKLA DEPARTMENT OF PUBLIC	OLETS User Fee	01-07-79-6304	\$350.00
		Total COMMUNICATIONS		\$350.00
		Total POLICE		\$4,470.18
2031351	WALMART COMMUNITY BRC(207	Food Items	01-09-90-6107	\$85.20
FD FLAT BED T	GUTHRIE TAG AGENCY(243)	Tag and Title for Utility Flat Bed Trailer for Fir	01-09-90-6316	\$26.00
6880316	RICOH AMERICAS CORPORATIO	Copy Machine Maintenance	01-09-90-6317	\$115.96
		Total SUPPRESSION		\$227.16
2031351	WALMART COMMUNITY BRC(207	Accu-Chek Compact and Bayer	01-09-92-6104	\$59.45
		Total EMS		\$59.45
2031351	WALMART COMMUNITY BRC(207	HP #21 Black Ink	01-09-96-6120	\$14.97
		Total PREVENTION		\$14.97
		Total FIRE		\$301.58
185	CIMMARRON REDI MIX 22576	Concrete for Misc Jobs	01-12-00-6113	\$848.00
192	CIMMARRON REDI MIX 22576	Concrete for Misc Jobs	01-12-00-6113	\$188.00
13503	LOGAN COUNTY ASPHALT(1543)	Misc Patching, Sand and Gravel	01-12-00-6113	\$95.00
13528	LOGAN COUNTY ASPHALT(1543)	Misc Patching, Sand and Gravel	01-12-00-6113	\$363.85
13529	LOGAN COUNTY ASPHALT(1543)	Misc Patching, Sand and Gravel	01-12-00-6113	\$277.40
165275	NAPA (30)	Misc. Supplies	01-12-00-6113	\$12.73
165403	NAPA (30)	Misc. Supplies	01-12-00-6113	\$99.72
11574	TRAFFIC SIGNALS, INC.(584)	Repairs to Traffice Signals	01-12-00-6113	\$200.00
87111	RON'S MOBILE TIRE 506	New Front Tires for Backhoe and Misc. Tire R	01-12-00-6317	\$530.00
87199	RON'S MOBILE TIRE 506	New Front Tires for Backhoe and Misc. Tire R	01-12-00-6317	\$552.00
87203	RON'S MOBILE TIRE 506	New Front Tires for Backhoe and Misc. Tire R	01-12-00-6317	\$25.00
		Total		\$3,191.70
		Total STREET		\$3,191.70
825 0571930	UNIFIRST(20865)	Uniform and Shop Towel Service	01-14-00-6016	\$27.55
825 0573582	UNIFIRST(20865)	Uniform and Shop Towel Service	01-14-00-6016	\$27.55
825 0575205	UNIFIRST(20865)	Uniform and Shop Towel Service	01-14-00-6016	\$27.98
825 0576853	UNIFIRST(20865)	Uniform and Shop Towel Service	01-14-00-6016	\$27.55
825 0578536	UNIFIRST(20865)	Uniform and Shop Towel Service	01-14-00-6016	\$27.55
165328	NAPA (30)	Hand Tool Replacements	01-14-00-6102	\$27.73
165487	NAPA (30)	Hand Tool Replacements	01-14-00-6102	\$22.22
E5994	JIM JOHNSON OIL CO. (21480)	Oil Dry	01-14-00-6114	\$28.75

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
Total				\$216.88
July and August	EIGHT BALL CAR WASH(20776)	GPWA - Car Wash	01-14-41-6116	\$92.50
101	GUTHRIE AUTO TRIM(232)	Repair Seat in Truck #101 and Repair Seat in	01-14-41-6116	\$200.00
69	GUTHRIE AUTO TRIM(232)	Repair Seat in Truck #101 and Repair Seat in	01-14-41-6116	\$360.00
250651	JOHN VANCE MOTORS(602)	Misc. GM and Chrysler Parts and Supplies	01-14-41-6116	\$159.90
161956	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$126.96
162314	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$16.62
163887	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$9.42
163931	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$0.98
164030	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$46.90
164042	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$39.61
164139	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$17.17
164206	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$33.98
164295	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$22.13
164348	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$7.84
164368	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$2.67
164674	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$12.53
164681	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$2.01
164985	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$248.50
165137	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$22.32
165263	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$20.34
165297	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$61.21
165322	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$2.07
165430	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$18.74
165441	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$73.07
165488	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$16.98
165523	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$7.18
165524	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$160.77
165580	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	(\$160.77)
165623	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$5.06
165668	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$5.06
165689	NAPA (30)	Misc. Auto Repair Parts	01-14-41-6116	\$34.38
K27065	OCT EQUIPMENT, INC.(404)	Case Tractor and Backhoe Parts, Water Pum	01-14-41-6116	\$360.43
0218-391406	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$34.18
0218-394571	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$5.32
0218-394823	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$451.26
0218-394868	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$162.23
0218-395945	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	(\$117.99)
0218-396229	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$118.99
0218-396286	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	(\$5.00)
0218-396337	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$6.46
0218-396528	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$289.05
0218-397029	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$11.15
0218-397163	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$3.53
0218-397252	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$243.76
0218-397310	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$30.68
0218-397506	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$9.88
0218-397527	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$69.48
0218-397613	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	(\$69.48)
0218-397705	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$28.45

City of Guthrie A/P Claims List

Invoice #	Vendor	Description	Account	Cost
0218-397723	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$11.15)
0218-398832	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$6.27
0218-399019	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$11.75
0218-400091	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$30.72
0218-400156	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$15.99
0218-400198	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$11.91
0218-400207	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$11.70
0218-400274	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$14.38
0218-400307	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$19.80
0218-400379	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$21.33
0218-400521	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$7.18)
0218-400702	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$7.43
0218-401012	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$18.99
0218-401471	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$302.16
0218-401640	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$123.49
0218-401641	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$150.00)
0218-401764	O'REILLY AUTO PARTS (952)	Misc Automotive Parts and Supplies	01-14-41-6116	\$93.98
87181	RON'S MOBILE TIRE 506	Tire Repair	01-14-41-6116	\$93.47
NP26002052	FLEETCOR TECHNOLOGIES (21	Fleet Fueling Operations	01-14-41-6118	\$13,397.91
E5561	JIM JOHNSON OIL CO. (21480)	Lubricants and Fluids	01-14-41-6118	\$1,568.00
E5792	JIM JOHNSON OIL CO. (21480)		01-14-41-6118	(\$520.00)
E5993	JIM JOHNSON OIL CO. (21480)	Lubricants and Fluids	01-14-41-6118	\$1,210.00
Total FLEET MAINTENANCE				\$19,569.46
Total FLEET MAINTENANCE				\$19,786.34
015216	WILLOBY'S WHOLESALE (631)	Ice and Water for Workers Working Outside i	01-15-11-6110	\$34.97
40332	WILLOBY'S WHOLESALE (631)	Ice and Water for Workers Working Outside i	01-15-11-6110	\$101.76
01-284274-63	CROSSLAND'S RENTAL(134)	Guthrie and Liberty Lake Portable's	01-15-11-6112	\$73.00
01-284274-73	CROSSLAND'S RENTAL(134)	Guthrie and Liberty Lake Portable's	01-15-11-6112	\$146.00
01-284275-62	CROSSLAND'S RENTAL(134)	Guthrie and Liberty Lake Portable's	01-15-11-6112	\$73.00
01-284275-72	CROSSLAND'S RENTAL(134)	Guthrie and Liberty Lake Portable's	01-15-11-6112	\$146.00
01425908-15	CROSSLAND'S RENTAL(134)	Guthrie and Liberty Lake Portable's	01-15-11-6112	\$83.00
09394	DOLESE BROTHERS CO. (153)	Sand for Cemetery	01-15-11-6112	\$16.32
264622	GOOCH-SMITH ELECTRIC(1279)	Light Repairs on Highland Trails	01-15-11-6112	\$65.00
265020	GOOCH-SMITH ELECTRIC(1279)	Lights Repairs Highland Tennis Courts	01-15-11-6112	\$125.00
265025	GOOCH-SMITH ELECTRIC(1279)	Lights Repairs Highland Tennis Courts	01-15-11-6112	\$896.00
265046	GOOCH-SMITH ELECTRIC(1279)	Lights Repairs Highland Tennis Courts	01-15-11-6112	\$970.00
914051	LOWE'S CO. INC. (20372)	Building Supplies	01-15-11-6112	\$197.88
914052	LOWE'S CO. INC. (20372)	Building Supplies	01-15-11-6112	\$74.00
2343214	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$158.19
2343230	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$67.81
2343388	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$65.05
2344722	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$67.22
2346384	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$2.49
2347015	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$34.25
2347326	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$11.90
2347409	OKLA HOME CENTERS, INC. (20	Building Supplies	01-15-11-6112	\$29.92
574	PONDS RX 22643	Treatment for Pond at Highland Park	01-15-11-6112	\$388.50
05768	WADE'S HARDWARE (607)	Flat Metal, Plumbing Supplies	01-15-11-6112	\$57.00
2031351	WALMART COMMUNITY BRC(207	Air Filters	01-15-11-6112	\$16.68

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
65103	J & I TRAILER HITCH 898	Hydraulic pump for dump bed on vehicle #10	01-15-11-6316	\$850.00
ED2128	CENTRAL NEW HOLLAND(93)	Belts, Blades, Filters for Bad Boy Mowers	01-15-11-6317	\$92.76
0218-394501	O'REILLY AUTO PARTS (952)	Parts for Mowers and Power Equipment	01-15-11-6317	\$16.18
550667-0001	PIONEER EQUIPMENT RENTAL,	Parts for Hustler Mowers and A One Week M	01-15-11-6317	\$169.00
561116-0001	PIONEER EQUIPMENT RENTAL,	Parts for Hustler Mowers and A One Week M	01-15-11-6317	\$303.64
562050-0001	PIONEER EQUIPMENT RENTAL,	Four (4) Week Mower Rental	01-15-11-6317	\$1,160.00
S13973	WALKER TIRES(160)	Tire Repairs	01-15-11-6317	\$25.00
S13975	WALKER TIRES(160)	Tire Repairs	01-15-11-6317	\$7.50
S14005	WALKER TIRES(160)	Tire Repairs	01-15-11-6317	\$7.50
S14009	WALKER TIRES(160)	Tire Repairs	01-15-11-6317	\$7.50
S14013	WALKER TIRES(160)	Tire Repairs	01-15-11-6317	\$10.00
2031351	WALMART COMMUNITY BRC(207	Maintenance Supplies	01-15-11-6317	\$81.44
		Total PARKS		\$6,631.46
		Total PARKS & PUBLIC GROUNDS		\$6,631.46
203-058	LEISURE TIME POOLS & SPAS 2	Pool Supplies	01-16-00-6112	\$79.99
2333	LEISURE TIME POOLS & SPAS 2	Pool Supplies	01-16-00-6112	\$455.89
162691	NAPA (30)	Pool Pump Parts for Repairs	01-16-00-6112	\$46.12
162990	NAPA (30)	Pool Pump Parts for Repairs	01-16-00-6112	\$3.53
163078	NAPA (30)	Pool Pump Parts for Repairs	01-16-00-6112	\$6.06
164735	NAPA (30)	Pool Pump Parts for Repairs	01-16-00-6112	\$27.84
164752	NAPA (30)	Pool Pump Parts for Repairs	01-16-00-6112	\$12.93
2031351	WALMART COMMUNITY BRC(207	Swimming Pool Supplies	01-16-00-6128	\$47.84
2031351	WALMART COMMUNITY BRC(207	Swimming Pool Supplies	01-16-00-6128	\$45.80
8/1/2010 to 8/15/	OKLA TAX COMMISSION(438)	Sales Tax for Municipal Swimming Pool Gate	01-16-00-6300	\$152.01
0294601-IN	OKLA CONTRACTORS(240)	6" Strainer for Pool	01-16-00-6317	\$3,100.00
		Total		\$3,978.01
		Total MUNICIPAL POOL		\$3,978.01
		Total GENERAL FUND		\$49,835.42
3377	FORMS PLUS (185)	#10 Window Envelope with Postal Indicia	20-21-00-6308	\$801.55
AUGUST 2010.	USPS - UNITED STATES POSTAL	Postage Meter	20-21-00-6309	\$1,000.00
CNIN078209BMI	BMI SYSTEMS, INC. 664	Maintenance for Municpal Servvices Canon C	20-21-00-6317	\$112.06
SEPTEMBER 20	COX COMMUNICATIONS(20698)	Water Treatment Plant Internet services	20-21-00-6318	\$59.95
6463542153	VERIZON WIRELESS (21875)	Cell phone serves	20-21-00-6318	\$225.08
252-1491794	THE BANK OF NEW YORK MELL	GPWA Revenue Bonds, Refunding Series 20	20-21-00-6352	\$1,500.00
		Total		\$3,698.64
		Total PUBLIC WORKS GENERAL		\$3,698.64
363	MID AMERICA HYDRO TECH (211	Chemicals	20-23-00-6104	\$6,616.80
3136803	SIEMANS WATER TECHNOLOGI	Mixed Bed Type Distilled Water Tank and fuel	20-23-00-6109	\$179.00
2031351	WALMART COMMUNITY BRC(207	Misc. Suppleis	20-23-00-6114	\$18.42
0H04012	ACCURATE ENVIRONMENTAL,LL	Testing	20-23-00-6303	\$195.00
0H04013	ACCURATE ENVIRONMENTAL,LL	Testing	20-23-00-6303	\$125.00
0H04014	ACCURATE ENVIRONMENTAL,LL	Testing	20-23-00-6303	\$145.00
0H11048	ACCURATE ENVIRONMENTAL,LL	Testing	20-23-00-6303	\$40.00
0H11049	ACCURATE ENVIRONMENTAL,LL	Testing	20-23-00-6303	\$100.00
2347371	OKLA HOME CENTERS, INC. (20	Misc. Supplies	20-23-00-6317	\$8.98
2347413	OKLA HOME CENTERS, INC. (20	Misc. Supplies	20-23-00-6317	\$64.01

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
Total				\$7,492.21
Total WATER PLANT				\$7,492.21
000126	GHM ENTERPRISES (1097)	Laundry	20-24-00-6016	\$7.20
000130	GHM ENTERPRISES (1097)	Laundry	20-24-00-6016	\$6.60
000133	GHM ENTERPRISES (1097)	Laundry	20-24-00-6016	\$6.60
000137	GHM ENTERPRISES (1097)	Laundry	20-24-00-6016	\$7.20
0G27012	ACCURATE ENVIRONMENTAL,LL	Estimated Blanket for Annual Testing	20-24-00-6109	\$60.00
0G29015	ACCURATE ENVIRONMENTAL,LL	Estimated Blanket for Annual Testing	20-24-00-6109	\$200.00
0H03017	ACCURATE ENVIRONMENTAL,LL	Estimated Blanket for Annual Testing	20-24-00-6109	\$60.00
0H05017	ACCURATE ENVIRONMENTAL,LL	Estimated Blanket for Annual Testing	20-24-00-6109	\$300.00
0H10011	ACCURATE ENVIRONMENTAL,LL	Estimated Blanket for Annual Testing	20-24-00-6109	\$60.00
0H12020	ACCURATE ENVIRONMENTAL,LL	Estimated Blanket for Annual Testing	20-24-00-6109	\$40.00
SU12570	ACCURATE ENVIRONMENTAL,LL	E-Pure Micro Filters	20-24-00-6109	\$660.00
DR04494	MOLLMAN'S WATER CONDITIO	Annual D.I Tank Rental	20-24-00-6109	\$115.00
OK808347PW	ICM (1130)	Repair our Lumidor MicroMax 4AP Gas Detec	20-24-00-6110	\$235.00
125394	STILLWATER MILLING(1386)	Estimate on New Boots for Larry Nelson	20-24-00-6110	\$119.95
165227	NAPA (30)	Misc. Supplies	20-24-00-6317	\$12.02
165868	NAPA (30)	Misc. Supplies	20-24-00-6317	\$60.34
166248	NAPA (30)	Misc. Supplies	20-24-00-6317	\$40.38
2347390	OKLA HOME CENTERS, INC. (20	Misc Supplies	20-24-00-6317	\$3.75
2347820	OKLA HOME CENTERS, INC. (20	Misc Supplies	20-24-00-6317	\$16.47
2347986	OKLA HOME CENTERS, INC. (20	Misc Supplies	20-24-00-6317	\$19.95
6148672	OKLA HOME CENTERS, INC. (20	Misc Supplies	20-24-00-6317	\$39.11
Total				\$2,069.57
Total WASTE WATER TREATMENT PLANT				\$2,069.57
R1026OK	BIO-CHEM RESOURCES 22467	Degreaser - Sewer Mains and Lift Stations - p	20-27-00-6104	\$1,860.71
2031351	WALMART COMMUNITY BRC(207	Car Fan	20-27-00-6114	\$11.00
11779	MCPHAILS MOWER(360)	Repairs to Husquavarna Saw	20-27-00-6317	\$25.00
161284	NAPA (30)	Parts for Vehicle Maintenance	20-27-00-6317	\$29.18
161523	NAPA (30)	Parts for Vehicle Maintenance	20-27-00-6317	\$14.48
165474	NAPA (30)	Parts for Vehicle Maintenance	20-27-00-6317	\$1.63
2031351	WALMART COMMUNITY BRC(207	Misc. Suppleis	20-27-00-6317	\$19.94
28082(06)	MYERS ENGINEERING CORPOR	Engineering Services - CMOM Plan for Repai	20-27-00-6392	\$2,290.00
2937	OKLA CONSTRUCTION MATERIA	Gravel for Alley - CDBG Sewer Replacement	20-27-00-6392	\$722.70
2984	OKLA CONSTRUCTION MATERIA	Gravel for Alley - CDBG Sewer Replacement	20-27-00-6392	\$303.63
3038	OKLA CONSTRUCTION MATERIA	Gravel for Alley - CDBG Sewer Replacement	20-27-00-6392	\$345.72
Total				\$5,623.99
Total LINE MAINTENANCE				\$5,623.99
Total GPWA OPERATING FUND				\$18,884.41
2030625	NATIONAL TRUST FOR HISTORI	Frank Gilbert Contract Payment - October 20	30-30-05-6574	\$2,784.00
Total COMMUNITY DEVELOPMENT				\$2,784.00
2031351	WALMART COMMUNITY BRC(207	Snack and Crafts	30-30-06-6541	\$41.88
Total LIBRARY				\$41.88
Total GRANTS				\$2,825.88
Total GRANTS FUND				\$2,825.88

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
2030426	OKLA WATER RESOURCES BD.,	Water Treatment Plant - Construction Interest	50-50-00-6714	\$257,323.08
		Total		\$257,323.08
		Total WATER TREATMENT PLANT IMPROVEMENT		\$257,323.08
		Total WATER TREATMENT PLANT FUND		\$257,323.08
CNIN078117B	BMI SYSTEMS, INC. 664	Copy Machine Lease for 6 copiers	54-54-02-6705	\$574.39
CNIN078196B	BMI SYSTEMS, INC. 664	Copy Machine Lease for 6 copiers	54-54-02-6705	\$260.00
CNIN078210B	BMI SYSTEMS, INC. 664	Copy Machine Lease for 6 copiers	54-54-02-6705	\$308.00
CNIN078212B	BMI SYSTEMS, INC. 664	Copy Machine Lease for 6 copiers	54-54-02-6705	\$260.00
CNIN078935B	BMI SYSTEMS, INC. 664	Copy Machine Lease for 6 copiers	54-54-02-6705	\$308.00
		Total ADMINISTRATION		\$1,710.39
6715077	DELAGE LANDEN PUBLIC FINAN	Lease Payment Antec 900 X20 August 2010	54-54-04-6706	\$328.64
73574703	DELL FINANCIAL (21623)	Lease Payment on Server August 2010	54-54-04-6706	\$486.48
73623397	DELL FINANCIAL (21623)	Lease Payment Admin/Payroll September 20	54-54-04-6706	\$77.99
73632251	DELL FINANCIAL (21623)	Lease Payments on Finance Desktops Septe	54-54-04-6706	\$471.76
		Total INFORMATION SERVICES		\$1,364.87
265028	GOOCH-SMITH ELECTRIC(1279)	Electrical Outlet for 911 Server, Material and	54-54-07-6514	\$439.00
UPS PACKAGE	OKLA HOME CENTERS, INC. (20	UPS Package shipping	54-54-07-6514	\$13.65
		Total POLICE DEPARTMENT		\$452.65
2029458	BANCFIRST(884)	Loan for upgrade for both Cameras trucks	54-54-27-6706	\$1,116.00
		Total LINE MAINTENANCE		\$1,116.00
		Total FACILITIES		\$4,643.91
2031234	KERNS CONSTRUCTION, INC.	800 and 900 Blocks/Ash Street	54-55-12-6521	\$9,310.00
		Total STREET DEPARTMENT		\$9,310.00
2030426	OKLA WATER RESOURCES BD.,	Waterline Projects-Semi Annual Payment OR	54-55-23-6714	\$84,209.97
		Total PURCHASING/ACCOUNTS PAYABLE		\$84,209.97
2030426	OKLA WATER RESOURCES BD.,	Digester - Semi Annual Payment ORF-2-000	54-55-24-6714	\$19,071.95
		Total HUMAN RESOURCES		\$19,071.95
		Total INFRASTRUCTURE		\$112,591.92
2030117	FARMERS & MERCHANTS BANK(Dodge Charger (Police Vehicles)	54-56-07-6707	\$641.86
		Total POLICE DEPARTMENT		\$641.86
		Total VEHICLES & EQUIPMENT		\$641.86
		Total CAPITAL PROJECTS		\$117,877.69
2010310	MYERS ENGINEERING CORPOR	Partial Payment of Engineering Services CM	55-55-00-6373	\$10,050.00
		Total		\$10,050.00
		Total INFRASTRUCTURE		\$10,050.00
		Total CMOM Fee		\$10,050.00
297639270	TERMINEX 22413	Pest Control	98-98-00-6112	\$50.00
2031349	AT&T LONG DISTANCE(21268)	Long Distance Service for Aug 2010	98-98-00-6301	\$1.94
265040	GOOCH-SMITH ELECTRIC(1279)	Replace Breaker and Fulty Line from Transfor	98-98-00-6315	\$520.00
139249	P&K EQUIPMENT, INC. (273) ED	Repairs for the John Deere Mower	98-98-00-6316	\$231.29
87182	RON'S MOBILE TIRE 506	Repair Flat Tire on Golf Cart	98-98-00-6316	\$5.00

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
5268	HOMETOWN RENTAL & FEED(16	Redmax Weed Eater Head Assembly	98-98-00-6317	\$34.95
09071200-envir	GARVER ENGINEERING 22519	Bross Property on Site Contamination Evalua	98-98-00-6373	\$1,150.00
		Total		\$1,993.18
09071200-11A	GARVER ENGINEERING 22519	Land Acquisition Services - Task Order # 10-	98-98-93-6373	\$1,890.00
		Total LAND ACQUISITION		\$1,890.00
09071200-10-B	GARVER ENGINEERING 22519	Taxiway Delta Engineering Services - Additio	98-98-95-6373	\$3,100.00
09071200-11B	GARVER ENGINEERING 22519	Taxiway Delta Engineering Services - Additio	98-98-95-6373	\$9,786.80
09071200-11-C	GARVER ENGINEERING 22519	Construction Phase Services	98-98-95-6588	\$9,786.80
		Total TAXI LANE EXTENSION-NORTH OF DELTA		\$22,673.60
		Total AIRPORT FUND		\$26,556.78
		Total AIRPORT FUND		\$26,556.78
2029455	OKLAHOMA DEPARTMENT OF C	Spirit Wing Loan	99-99-00-6702	\$1,041.67
		Total		\$1,041.67
		Total GUTHRIE INDUSTRIAL DEVLEOPMENT		\$1,041.67
		Total GUTHRIE INDUSTRIAL DEVELOPMENT		\$1,041.67
		Total All Funds		\$484,394.93

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
PERMIT FEE JU	OKLAHOMA UNIFORM BLDG CO	Permit Fee Collection - April 2010 and Permit	01-00-00-2013	\$108.00
		Total		\$108.00
		Total		\$108.00
BUILDING SUPP CREDIT CARD OPERATIONS(206	Dell Ink for Dell Printers		01-01-00-6100	\$196.55
BUILDING SUPP CREDIT CARD OPERATIONS(206	Foaming AC Coil Cleaner		01-01-00-6112	\$81.96
		Total		\$278.51
		Total GENERAL GOVERNMENT		\$278.51
VUE TESTING C CREDIT CARD OPERATIONS(206	Doug Weir - Test		01-05-50-6048	\$180.00
		Total COMMUNITY DEVELOPMENT		\$180.00
		Total PLANNING		\$180.00
JULY 2010	RURAL WATER DISTRICT #1(206	Water service for 3512 S Coltrane and Mitcha	01-15-11-6112	\$99.11
		Total PARKS		\$99.11
		Total PARKS & PUBLIC GROUNDS		\$99.11
		Total GENERAL FUND		\$665.62
JULY 2010.	WASTE CONNECTIONS, INC (210		20-00-00-5466	(\$250.00)
		Total		(\$250.00)
		Total		(\$250.00)
JULY 2010	WASTE CONNECTIONS, INC (210	Sanitation Service - Commerical, Residential,	20-21-00-6348	\$33,116.65
JULY 2010	WASTE CONNECTIONS, INC (210	Sanitation Service - Commerical, Residential,	20-21-00-6348	\$28,387.50
JULY 2010	WASTE CONNECTIONS, INC (210	Sanitation Service - Commerical, Residential,	20-21-00-6348	\$1,119.50
JULY 2010	WASTE CONNECTIONS, INC (210	Sanitation Service - Commerical, Residential,	20-21-00-6348	\$1,587.04
		Total		\$64,210.69
		Total PUBLIC WORKS GENERAL		\$64,210.69
JULY 2010	WASTE CONNECTIONS, INC (210	Sanitation Service - Commerical, Residential,	20-26-00-6375	\$3,102.48
JULY 2010	WASTE CONNECTIONS, INC (210	Sanitation Service - Commerical, Residential,	20-26-00-6375	\$640.36
		Total		\$3,742.84
		Total CONVENIENCE CENTER		\$3,742.84
		Total GPWA OPERATING FUND		\$67,703.53
OCT 12, 2010 FL CREDIT CARD OPERATIONS(206	Conference Cost (Additional) for Director to at		30-30-00-6541	\$164.50
		Total		\$164.50
BOOK INTERNE CREDIT CARD OPERATIONS(206	Internet Orders - Amazon.com and Bookclose		30-30-06-6541	\$267.16
SRP READING I CREDIT CARD OPERATIONS(206	SRP Reading Incentives - Pelican Bay Aquati		30-30-06-6541	\$674.30
		Total LIBRARY		\$941.46
		Total GRANTS		\$1,105.96
		Total GRANTS FUND		\$1,105.96
02-022120-005 R MISCELLANEOUS			71-00-00-5555	\$75.00
04-043000-005 R MISCELLANEOUS			71-00-00-5555	\$36.61
05-050690-005 R MISCELLANEOUS			71-00-00-5555	\$75.00
07-072080-007 R MISCELLANEOUS			71-00-00-5555	\$142.32
10-102970-007 R MISCELLANEOUS			71-00-00-5555	\$12.01

EARLY PAY

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
		Total		\$340.94
		Total		\$340.94
		Total UTILITY DEPOSIT FUND		\$340.94
		Total All Funds		\$69,816.05

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
LEXY FRY 6/26/	BLUE CROSS/BLUE SHIELD (202	Overpayment on Ambulance Invoice - Lexy Fr	01-00-00-5435	\$44.09
JOHNNY SCOTT HEALTH CHOICE 22316		Overpayment on Ambulance Invoice - Johnny	01-00-00-5435	\$6.29
KATHERIN FOR KATHERINE FORTUNE 22652		Overpayment on Ambulance Invoice Katherin	01-00-00-5435	\$112.09
OVR PMT AMBL OHCA - FINANCE (22111)		Overpayment on Ambulance Invoice - Luella	01-00-00-5435	\$192.00
JAMES MCGAU PYRAMID LIFE INSURANCE COM		Overpayment on Ambulance Invoice - James	01-00-00-5435	\$5.37
LISA WINEGEA TRAILBLAZER HEALTH ENTERP		Overpayment on Ambulance Invoice - Lisa Wi	01-00-00-5435	\$267.73
		Total		\$627.57
		Total		\$627.57
2669	UNIQUE DESIGNS (21785)	Vinyl Garage Sale Signs - Plus Shipping	01-01-00-6308	\$790.00
		Total		\$790.00
		Total GENERAL GOVERNMENT		\$790.00
		Total GENERAL FUND		\$1,417.57
		Total All Funds		\$1,417.57

EARLY PAY

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
126701	GARY'S BACKYARD POOLS (226	Pool Supplies	01-16-00-6112	\$1,181.81
		Total		\$1,181.81
		Total MUNICIPAL POOL		\$1,181.81
		Total GENERAL FUND		\$1,181.81
89719	SOUTHWEST CHEMICAL (20977)	Estimated Cost on 330 Gallons of Sodium Bis	20-24-00-6104	\$908.70
		Total		\$908.70
		Total WASTE WATER TREATMENT PLANT		\$908.70
August 2010	BURRELL INC.(21286)	Contractor Meter Reading 2009-2010	20-28-00-6054	\$2,646.12
		Total		\$2,646.12
		Total METER DEPARTMENT		\$2,646.12
		Total GPWA OPERATING FUND		\$3,554.82
04-044253-001 R	MISCELLANEOUS		71-00-00-5555	\$55.44
09-090040-002 R	MISCELLANEOUS		71-00-00-5555	\$35.88
10-100355-009 R	MISCELLANEOUS		71-00-00-5555	\$23.46
11-112990-012 R	MISCELLANEOUS		71-00-00-5555	\$44.08
12-121082-013 R	MISCELLANEOUS		71-00-00-5555	\$4.76
		Total		\$163.62
		Total		\$163.62
		Total UTILITY DEPOSIT FUND		\$163.62
		Total All Funds		\$4,900.25

EARLY PAY

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
PR3204-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	\$93.15
PR3204-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2031	\$1,676.08
PR3204-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	\$618.23
PR3204-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2032	\$29,720.68
PR3204-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2033	\$1,821.48
PR3204-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2034	\$975.92
		Total		\$34,905.54
		Total		\$34,905.54
		Total GENERAL FUND		\$34,905.54
PR3204-1	AETNA - MIDDLETOWN 22051		20-00-00-2031	\$47.80
PR3204-1	AETNA - MIDDLETOWN 22051		20-00-00-2032	\$131.46
PR3204-1	AETNA MEDICAL/ DENTAL 2205		20-00-00-2032	\$7,255.98
PR3204-1	AETNA MEDICAL/ DENTAL 2205		20-00-00-2033	\$444.78
PR3204-1	AETNA MEDICAL/ DENTAL 2205		20-00-00-2034	\$133.08
		Total		\$8,013.10
		Total		\$8,013.10
August 2010 Gar DHH DISPOSAL 22381		Sanitation Service for 21st Street and Johndo	20-21-00-6348	\$157.50
		Total		\$157.50
		Total PUBLIC WORKS GENERAL		\$157.50
		Total GPWA OPERATING FUND		\$8,170.60
02-023280-002 R MISCELLANEOUS			71-00-00-5555	\$20.93
07-073405-004 R MISCELLANEOUS			71-00-00-5555	\$3.67
08-082820-006 R MISCELLANEOUS			71-00-00-5555	\$4.61
09-091130-006 R MISCELLANEOUS			71-00-00-5555	\$7.73
10-102691-010 R MISCELLANEOUS			71-00-00-5555	\$54.19
		Total		\$91.13
		Total		\$91.13
		Total UTILITY DEPOSIT FUND		\$91.13
PR3204-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	\$6.26
PR3204-1	AETNA MEDICAL/ DENTAL 2205		98-00-00-2032	\$340.66
PR3204-1	AETNA MEDICAL/ DENTAL 2205		98-00-00-2033	\$21.18
		Total		\$368.10
		Total		\$368.10
		Total AIRPORT FUND		\$368.10
		Total All Funds		\$43,535.37

EARLY PAY

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Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	September 7, 2010	Jim Ahlgren
<input checked="" type="checkbox"/> GPWA		
<input type="checkbox"/> Other: _____		

Agenda Item

Consider authorizing City staff to contract with Aetna to continue providing dental and life insurance coverage for City employees for fiscal year 2011.

Summary

The City of Guthrie currently contracts with Aetna to provide dental care and life insurance for its employees. The current contract expires September 30, 2010. Aetna has increased its rates causing the City to go out for quotes. Of the companies that quoted Aetna presented the best value to the City.

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

Supporting documents attached

- 2010 Dental option comparisons

Recommendation

Motion to approve that City staff be authorized to contract group dental coverage contract with Aetna for the October 1, 2010 - September 30, 2011 plan year.

Action Needed Public Hearing Motion Emergency Clause

City of Guthrie 2010 Dental Options

DENTAL BENEFITS	<u>Aetna Dental</u>	<u>Delta Dental</u>	<u>Principal</u>	<u>Humana</u>
Preventive Services	100%	100%	100%	
Basic Services	80%	80%	80%	declined
Major Services	50%	50%	50%	to quote
Deductible - Ind/Fam	\$50	\$50	\$25 in-network	
Annual Maximum	\$1,500	\$1,000	\$1500 in-network	
Orthodontics	N/A	N/A	N/A	
Ortho Lifetime max	N/A	N/A	N/A	
Endo & Periodontics	80%	80%	80%	
Employee	\$22.24	\$25.99	\$23.80	
Employee / Spouse				
Employee / Children				
Family	\$66.82	\$74.62	\$63.67	



Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	September 7, 2010	Jim Ahlgren
<input checked="" type="checkbox"/> GPWA		
<input type="checkbox"/> Other: _____		

Agenda Item

Consider authorizing City staff to contract with Principal to provide medical insurance coverage for City employees for the fiscal year 2011.

Summary

The City of Guthrie has contracted with Aetna to provide group medical (HMO & PPO) insurance since September 1, 2007. Aetna has increased its rates causing the City to go out for quotes. Of the companies that quoted Principal presented the best value to the City.

Funding Expected	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Account Number	All depts. City & GPWA	Amount	\$1,284 @ month cost savings compared to current plan.
Legal Review	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: _____
Mayor's Appt.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Supporting documents attached

- Renewal rates

Recommendation

Motion to approve that City staff be authorized to contract for group medical insurance coverage with Principal for the October 1, 2010 - September 30, 2011 plan year.

Action Needed Public Hearing Motion Emergency Clause

CITY OF GUTHRIE 2010

2011 RENEWAL RATE QUOTES									
BENEFITS	Current Aetna HMO	Current Aetna OAMC	Renewal Aetna HMO	Renewal Aetna OAMC	BCBS	BENEFITS	Principal	United Health Care	Humana
Office visit copay	\$15 / \$25	\$15 / \$25	\$20	\$20	\$20	Office visit copay	#1201		
Deductible/Family	\$0	\$500 / \$1,000	\$0	\$500 / \$1,000	\$2,500 / \$7,500	Deductible/Family	\$250 / \$750		
Coinsurance	\$0	80 / 60	\$0	80 / 60	80 / 60	Coinsurance	90 / 70		
Out of Pocket+ Ded.	\$1,500 / \$3,000	\$2,000 / \$4,000	\$1,500 / \$3,000	\$2,000 / \$4,000	\$4,500 / \$12,000	Out of Pocket+ Ded.	\$1,500 / \$5,000		
Prescription Card	\$10 / \$20 / \$35	\$10 / \$20 / \$35	\$10 / \$30 / \$50	\$10 / \$30 / \$50	\$20/\$40/\$60/\$150	Prescription Card	\$10 / \$30 / \$50 / \$100		
Emergency Room	\$100	\$100 copay	\$100	\$100 copay + 20%	\$100 + Ded + 20%	Emergency Room	Ded. + 10%		
Maternity / Inpatient	\$500 per admit	\$150 copay + 20%	\$500 per admit	Ded + 20%	Ded + 20%	Maternity / Inpatient	Ded. + 10%		
Outpatient	\$250 per visit	20%	\$250 per visit	Ded + 20%	Ded + 20%	Outpatient	Ded. + 10%		
Lifetime maximum	Unlimited	\$2,000,000	Unlimited	Unlimited	\$5,000,000	Lifetime maximum	\$5,000,000		
Network	Aetna	Aetna	Aetna	Aetna	Blue Choice	Network	Principal	United Health Care	Humana
Employee	\$340.65	\$357.68	\$352.87	\$382.21	\$355.60	Employee	\$327.81	NO	NO
Employee / Spouse	\$634.60	\$876.33	\$864.52	\$936.40	\$831.50	Employee / Spouse	\$765.83	QUOTE	QUOTE
Employee / Children	\$664.28	\$697.49	\$688.10	\$745.31	\$586.00	Employee / Children	\$593.45		
Family	\$1,004.92	\$1,055.17	\$1,040.95	\$1,127.50	\$1,061.80	Family	\$1,031.47		
Total Monthly Premium	\$25,838.00	\$13,896.00	\$26,765.00	\$14,849.00	\$41,600.60	Total Monthly Premium	\$38,452.67		
Total	Total	\$39,734.00	Total	\$41,614.00					

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



Agenda Item Cover Letter

Meeting <input checked="" type="checkbox"/> City Council <input checked="" type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting September 7, 2010	Contact Wanda Calvert City Clerk/Treasurer
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Agenda Item

Public Hearing and consider approval of Resolution No. 2010-13, adopting FY 2011 Budget for the General Fund, Guthrie Public Works Authority Fund and miscellaneous funds.

Summary

Staff has prepared and achieved a balanced budget for the General Fund, Guthrie Public Works Authority Fund and miscellaneous funds for Fiscal Year 2011. The proposed budget has been presented and discussed with the Mayor and City Council. A public hearing is being held on September 7, 2010 for public comments. Staff has completed the budget process in accordance with Title 11 O.S. §17-201, et seq. Resolution No. 2010-13 provides the City Manager with the flexibility to control the Budget and amend one account to another within the same department or from one department to another within the same fund, without prior approval of the Council or Trustees, all as provided in Title 11 O.S. §17-215. Also, the proposed resolution provides the City Manager with the authority to submit grant applications for grants without prior approval of the Council or Trustees.

Funding Expected	_____ Revenue	_____ Expenditure	<input checked="" type="checkbox"/> N/A
Budgeted	_____ Yes	_____ No	<input checked="" type="checkbox"/> N/A
Account Number	_____ N/A		Amount _____ N/A
Legal Review	<input checked="" type="checkbox"/> N/A	Required	Completed Date: _____ Same as last year
Mayor's Appt.	_____ Yes	<input checked="" type="checkbox"/> No	

Supporting documents attached

- Resolution No. 2010-13

Recommendation

Staff recommends approval.

Action Needed _____ Public Hearing Motion _____ Emergency Clause

RESOLUTION NO. 2010-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUTHRIE AND THE GUTHRIE PUBLIC WORKS AUTHORITY ADOPTING THE FISCAL YEAR 2011 BUDGET FOR THE GENERAL FUND, GUTHRIE PUBLIC WORKS AUTHORITY AND MISCELLANEOUS FUNDS; AND AUTHORIZING THE CITY MANAGER TO MAKE TRANSFERS WITHIN SAID FUNDS.

WHEREAS, the Council of the City of Guthrie, Oklahoma, and the Trustees of the Guthrie Public Works Authority, have conducted a public hearing on the FY 2011 Annual Budget on September 7, 2010 and have completed the budget process in accordance with Title 11 O.S. §17-201, et seq.; and

WHEREAS, the City Council and Trustees have reviewed and evaluated departmental proposals of the City and Authority staff, and they have solicited and incorporated public input into the Annual Budget; and

WHEREAS, the City Council and Trustees have determined that the Annual Budget meets the needs of the citizens of the City of Guthrie for Fiscal Year 2011; and

WHEREAS, the attached Exhibit "A", entitled "Budget Summary", represents the appropriations contained in the Annual Budget, and the same must be approved by resolution; and

WHEREAS, the City Council and Trustees desire to provide the City Manager with flexibility to control the Budget and amend certain accounts therein as the need arises, without prior approval of the Council or Trustees, all as provided in Title 11 O.S. Supplement 1996, §17-215; and

WHEREAS, the City Council and Trustees desire to provide the City Manager with the authority to submit grant applications for grants.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Guthrie, Oklahoma and Trustees of the Guthrie Public Works Authority, respectively, that:

1. The appropriations of the Annual Budget contained in the attached Exhibit "A" are hereby adopted and incorporated herein by reference.
2. The interfund transfers included with the Budget are hereby approved.
3. The City Manager is authorized to proceed with implementation of the FY 2011 Annual Budget, and to purchase when necessary and appropriate the

equipment or projects specified therein, subject to established policies governing expenditures, purchasing or contracts.

4. The City Manager is authorized to transfer any unexpended and unencumbered appropriation or any portion thereof from one account to another within the same department or from one department to another within the same fund; provided that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimums required. The City Manager shall submit for Council action all other budget amendments, including interfund transfers of appropriations and supplemental appropriations to any fund.
5. The City Manager is authorized to submit grant applications for grants.

*** 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 7th day of September, 2010, after compliance with the notice requirements of the Open Meeting Act (25 OSA, § 301, et. seq.)

Chuck Burtcher, Mayor

ATTEST: (Seal)

Wanda Calvert, City Clerk

Approved as to form and legality on _____, 2010.

Randel Shadid, City Attorney

EXHIBIT A						
BUDGET SUMMARY						
	General	Grant	Hotel/Motel	Capital	Cemetery	Sinking
	Fund	Fund	Tax Fund	Projects Fund	Care Fund	Fund
REVENUES:						
Budgeted Fund Balance	\$ -	\$ -	\$ -	\$ 47,760	\$ -	\$ -
Interfund Transfer	\$ 1,466,520	\$ 825	\$ -	\$ 550,634	\$ -	\$ -
Interest Income	\$ 2,500	\$ -	\$ 200	\$ 100	\$ 250	\$ 4
Reimbursable Revenue	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ 69,924	\$ -	\$ -	\$ -	\$ -	\$ -
Fees & Permits	\$ 170,505	\$ -	\$ -	\$ 206,000	\$ -	\$ -
Taxes	\$ 4,414,000	\$ -	\$ 109,000	\$ -	\$ -	\$ -
EMS Service	\$ 746,615	\$ -	\$ -	\$ -	\$ -	\$ -
Cemetery Lot/Interment/Fee	\$ 53,900	\$ -	\$ -	\$ -	\$ 8,500	\$ -
Fire Run Charges/Subscriptions	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ -
Enhanced 911 Revenue	\$ -	\$ -	\$ -	\$ 9,918	\$ -	\$ -
Library Fees & Fines	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -
Library State Aid	\$ -	\$ 15,317	\$ -	\$ -	\$ -	\$ -
Municipal Court Fines	\$ 337,000	\$ -	\$ -	\$ -	\$ -	\$ -
Nuisance Abatement	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -
Railroad Closures	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	\$ -	\$ 1,257,325	\$ -	\$ -	\$ -	\$ -
Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ 7,396,464	\$ 1,273,467	\$ 109,200	\$ 814,412	\$ 8,750	\$ 4
	USDA Rural	Airport				
	Development	Fund	GIDA			
REVENUES:						
Budgeted Fund Balance	\$ -	\$ -	\$ -			
Interfund Transfer	\$ -	\$ 69,945	\$ 60,159			
Interest Income	\$ 150	\$ -	\$ 40			
Partnership/Edmond	\$ -	\$ 69,945	\$ -			
Grants	\$ -	\$ 873,221	\$ -			
Leases	\$ 10,075	\$ 24,500	\$ 29,983			
TOTALS:	\$ 10,225	\$ 1,037,611	\$ 90,182			
EXPENDITURES:						
	Personal	Materials	Services	Fund		
	Services	& Supplies	& Charges	Transfers	Total	
General Government	\$ 10,000	\$ 56,750	\$ 886,800	\$ 1,454,844	\$ 2,408,394	
City Manager	\$ 206,327	\$ -	\$ 1,000	\$ -	\$ 207,327	
Purchasing/Accounts Payable	\$ 74,425	\$ -	\$ 3,500	\$ -	\$ 77,925	
Human Resources	\$ 74,372	\$ 150	\$ 11,000	\$ -	\$ 85,522	
Building Services	\$ 36,160	\$ 800	\$ 400	\$ -	\$ 37,360	
Finance	\$ 120,640	\$ -	\$ 8,102	\$ -	\$ 128,742	
Information Services	\$ 73,426	\$ 250	\$ 9,199	\$ -	\$ 82,875	
Community Development	\$ 214,696	\$ 6,400	\$ 11,997	\$ -	\$ 233,093	
Code Compliance	\$ -	\$ 1,080	\$ 10,900	\$ -	\$ 11,980	
Economic Development	\$ 33,000	\$ 800	\$ 1,775	\$ -	\$ 35,575	
Library Administration	\$ 165,971	\$ 18,953	\$ 3,452	\$ -	\$ 188,376	
Police Administration	\$ 171,383	\$ 57,250	\$ 78,400	\$ -	\$ 307,033	
Police Operations	\$ 714,600	\$ 6,000	\$ -	\$ -	\$ 720,600	
Police-Animal Control	\$ 78,738	\$ 13,500	\$ 1,600	\$ -	\$ 93,838	
Police-Criminal Investigations	\$ 111,661	\$ 1,700	\$ 1,100	\$ -	\$ 114,461	
Police-School Resource Officer	\$ 46,136	\$ 5,000	\$ -	\$ -	\$ 51,136	
Police-Communications	\$ 135,959	\$ 4,200	\$ -	\$ -	\$ 140,159	
Fire-Suppression	\$ 603,210	\$ 25,900	\$ 26,100	\$ -	\$ 655,210	
Fire-EMS	\$ 447,899	\$ 52,500	\$ 71,500	\$ -	\$ 571,899	

EXPENDITURES:	Personal	Materials	Services	Fund			
	Services	& Supplies	& Charges	Transfers	Total		
Fire-Prevention	\$ 222,416	\$ 6,250	\$ 880	\$ -	\$ 229,546		
Street	\$ 268,278	\$ 187,500	\$ 34,500	\$ -	\$ 490,278		
Fleet Maintenance	\$ 129,670	\$ 4,675	\$ 4,550	\$ -	\$ 138,895		
Parks & Public Grounds	\$ 300,890	\$ 62,550	\$ 22,800	\$ -	\$ 386,240		
TOTALS:	\$ 4,239,857	\$ 512,208	\$ 1,189,555	\$ 1,454,844	\$ 7,396,464		
EXPENDITURES:	Personal	Materials	Services	Capital	Debt	Fund	
	Services	& Supplies	& Charges	Outlay	Service	Transfers	Total
MISCELLANEOUS FUNDS:							
Grant Fund	\$ -	\$ -	\$ -	\$ 1,255,467	\$ -	\$ 18,000	\$ 1,273,467
Hotel/Motel Tax Fund	\$ -	\$ -	\$ 73,000	\$ -	\$ -	\$ 36,000	\$ 109,000
Capital Projects Fund	\$ -	\$ -	\$ -	\$ 202,405	\$ 506,007	\$ 106,000	\$ 814,412
Cemetery Care Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sinking Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
USDA Rural Development Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Airport Fund	\$ 82,913	\$ 26,850	\$ 49,700	\$ 878,148	\$ -	\$ -	\$ 1,037,611
Industrial Development Authority	\$ -	\$ -	\$ -	\$ -	\$ 90,182	\$ -	\$ 90,182
		Water					
	Guthrie	Treatment		Utility			
	Public Works	Plant	CMOM	Deposit			
	Authority	Fund	Fund	Fund			
REVENUES:							
Fee, Permits & License	\$ 3,660,600	\$ 360,000	\$ 298,000	\$ -			
Reimbursable	\$ 1,000	\$ -	\$ -	\$ -			
Interest	\$ 1,500	\$ 3,500	\$ 100	\$ 3,100			
Sale of Properties	\$ 21,000	\$ -	\$ -	\$ -			
Lease Rent	\$ 4,400	\$ -	\$ -	\$ -			
OWRB Loan	\$ -	\$ 1,000,000	\$ 2,500,000	\$ -			
Interfund Transfers	\$ 1,102,900	\$ 406,000	\$ -	\$ -			
Budgeted Fund Balance	\$ -	\$ 419,886	\$ -	\$ -			
TOTALS:	\$ 4,791,400	\$ 2,189,386	\$ 2,798,100	\$ 3,100			
EXPENDITURES:	Personal	Materials	Services	Fund			
	Services	& Supplies	& Charges	Transfers	Total		
GPWA General Government	\$ -	\$ 4,500	\$ 1,036,848	\$ 2,039,239	\$ 3,080,587		
Administration	\$ 274,759	\$ -	\$ 200	\$ -	\$ 274,959		
Water Treatment Plant	\$ 158,572	\$ 197,400	\$ 52,900	\$ -	\$ 408,872		
Wastewater Treatment Plant	\$ 121,336	\$ 23,695	\$ 73,400	\$ -	\$ 218,431		
Convenience Center	\$ 43,536	\$ 6,820	\$ 62,750	\$ -	\$ 113,106		
Line Maintenance	\$ 337,246	\$ 116,300	\$ 160,800	\$ -	\$ 614,346		
Meter Department	\$ 32,600	\$ 24,000	\$ 4,499	\$ -	\$ 61,099		
Municipal Pool	\$ -	\$ 12,500	\$ 7,500	\$ -	\$ 20,000		
TOTALS:	\$ 968,049	\$ 385,215	\$ 1,398,897	\$ 2,039,239	\$ 4,791,400		
EXPENDITURES:	Personal	Materials	Services	Capital	Debt	Fund	
	Services	& Supplies	& Charges	Outlay	Service	Transfers	Total
MISCELLANEOUS FUNDS:							
Water Treatment Plant Fund	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,189,386	\$ -	\$ 2,189,386
CMOM Fund	\$ -	\$ -	\$ 100	\$ 2,500,000	\$ 32,000	\$ -	\$ 2,532,100
Utility Deposit Fund	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ 2,900	\$ 3,100

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MINUTES

CITY COUNCIL MEETING

Council Workshop

August 17, 2010

The special meeting of the sixtieth City Council of Guthrie, Oklahoma, was posted on Friday, August 13, 2010 before 5:00 p.m. and held August 17, 2010 in the Guthrie City Hall Third Floor Conference Room.

Mayor Chuck Burtcher called the meeting to order at 6:00 p.m.

Members Present: Chuck Burtcher John Wood Patty Hazlewood
 Ellen Gomes Gaylord Z. Thomas

Members Absent: Trey Ayers Mary Coffin

Staff Present: Matt Mueller Wanda Calvert Lance Crenshaw
 Maxine Pruitt Rene Spineto Jim Ahlgren
 Lester Branch

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

Councilmember Coffin present at 6:03 p.m.

Presentation of the FY 2009 Audit. City Auditor Andy Cromer, Arledge & Associates, presented the FY 2009 Audit to the City Council. He explained he has audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Guthrie. The audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. He conducted the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. At September 30, 2009 the City reported a fund balance deficit in the Centennial Fund and Airport Fund due to the modified accrual basis of accounting; the deficit was caused by the deferral of available grant revenue to the fund the deficit. Also, the Centennial Corridor Project was subject to the Davis-Bacon Act which requires the payment of prevailing wages to laborers on applicable construction projects. The City was not aware the Act applied and did not monitor payments to the applicable laborers to ensure compliance with the Act; however, the City reviewed the applicable contractor payments and determined its laborers had been paid in accordance with the Act. During the audit, he became aware of certain matters that are opportunities for strengthening internal control and operating efficiency: check controls, check distribution, check approvals, credit card statement review and timesheet approvals.

Discussion of the West Side Fire Station. Discussion was held on selling or leasing the Westside Fire Station. City Manager Mueller informed there has been an interest in leasing the building for veteran's activities. Staff was instructed to draft a Lease Agreement for their review.

Questions and discussion regarding agenda items. The following are agenda items discussed:

Agreement with Burlington Northern Santa Fe Railway (BNSF). The Street Committee met with staff on July 15, 2010 to review the prospective closings of the Perkins Street crossing and the crossing under the Noble Avenue Viaduct. A unanimous decision was made to recommend to the City Council the two crossings be closed as long as BNSF agreed to make the necessary repairs to the Oklahoma Avenue crossing and pay the City of Guthrie the proposed amount of \$90,000.

Resolution No. 2010-12. Last year the US Department of Housing and Urban Development (HUD), the US Department of Transportation (DOT) and the US Environmental Protection Agency (EPA) announced a new partnership to coordinate federal housing, environment protection, and transportation planning, on a regional basis. That partnership is looking to all regional councils of government (such as ACOG) to identify and coordinate regional strategies that integrate these various activities and provide a regional plan for sustainable growth. The Association of Central Oklahoma Governments (of which Guthrie is a member) is asking for a Resolution of Support to establish this working partnership with its regional stakeholders as they prepare the joint application of the Sustainable Communities Planning Grants Program. This grant application, being prepared by ACOG, will fund ACOG's efforts to create a Regional Master Plan for Central Oklahoma. If approved, this grant will be used as a guide by federal funding agencies to prioritize and focus future federal investments.

Request for future items of discussion.

- a. Department of Environmental Quality Consent Order (CMOM)
- b. Recycling Program
- c. Guthrie Public Schools proposal for housing the Guthrie Public Library
- d. Town Square in the downtown area (First Street)
- e. Adoption of the FY 2011 Budget

Adjournment. There being no further business, Mayor Burtcher declared the meeting adjourned at 6:47 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

MINUTES

CITY COUNCIL MEETING

August 17, 2010

The regular meeting of the sixtieth City Council of Guthrie, Oklahoma was posted on Friday, August 13, 2010 before 5:00 p.m. and held August 17, 2010 in the Guthrie City Hall Council Chambers.

Mayor Chuck Burtcher called the meeting to order at 7:17 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Patty Hazlewood
	Ellen Gomes	Mary Coffin	John Wood
	Gaylord Z. Thomas		

Members Absent: None

Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Lance Crenshaw	Rene Spineto	Maxine Pruitt
	Jim Ahlgren	Linda Gens	Kevin Dixon, Jr.

Mayor Burtcher declared a quorum with all (7) Councilmembers in attendance.

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

- A. Consider approval of the minutes from the Special City Council Workshop Meeting held on August 3, 2010.
- B. Consider approval of the minutes from the Regular City Council Meeting held on August 3, 2010.
- C. Consider approval of the minutes from the Special City Council Workshop Meeting held on August 10, 2010.

D. Consider approval of Claims:

General Fund:	\$130,913.12
Grants Fund:	\$ 41,791.00
Hotel/Motel Tax Fund:	\$ 23,597.48
Capital Projects Fund:	\$ 32,404.79
Airport Fund:	\$ 11,896.60
GIDA Fund:	<u>\$ 4,849.37</u>

TOTAL CLAIMS: \$245,452.36

- E. Consider approval of Treasurer Reports.
- F. Consider approval of re-appointing Mr. William Hairston to the Guthrie Housing Authority Board of Commissioners to serve a term expiring August 2013.
- G. Consider approval of the recommendation of the Street Committee for the agreement with Burlington Northern Santa Fe (BNSF) Railway to close two railroad crossings within the City limits, (1) Perkins Street and (2) the crossing under the Noble Avenue Viaduct. BNSF agrees to pay the City of Guthrie a total of \$90,000 for the closing of the two crossings and include repairing the railroad crossing on Oklahoma Avenue.

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

Aye: Burtcher, Ayers, Gomes, Coffin, Hazlewood, Wood, Thomas
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Consider approval of Resolution No. 2010-12 supporting the Association of Central Oklahoma Governments (ACOG) in their efforts to prepare a grant application creating a Sustainable Communities Regional Planning Program. Last year the US Department of Housing and Urban Development (HUD), the US Department of Transportation (DOT) and the US Environmental Protection Agency (EPA) announced a new partnership to coordinate federal housing, environment protection, and transportation planning, on a regional basis. That partnership is looking to all regional councils of government (such as ACOG) to identify and coordinate regional strategies that integrate these various activities and provide a regional plan for sustainable growth. The Association of Central Oklahoma Governments (of which Guthrie is a member) is asking for a Resolution of Support to establish this working partnership with its regional stakeholders as they prepare the joint application of the Sustainable Communities Planning Grants Program. This grant application, being prepared by ACOG, will fund ACOG's efforts to create a Regional Master Plan for Central Oklahoma. If approved, this grant will be used as a guide by federal funding agencies to prioritize and focus future federal investments. Motion by Councilmember Thomas, seconded by Councilmember Wood, moved approval of Resolution No. 2010-12 supporting the Association of Central Oklahoma Governments in their efforts to prepare a grant application creating a Sustainable Communities Regional Planning Program.

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

Aye: Burtcher, Ayers, Gomes, Coffin, Hazlewood, Wood, Thomas
Nay: None

Mayor Burtcher declared the motion carried unanimously.

City Manager's Report. Informed the Utility Department had a computer glitch in the billing system with regards to the auto draft of about 500 utility customers. This glitch

caused the customers' accounts to be hit five separate times for the amount of their bill, but the end result was that the customer was only charged the appropriate amount for their bill.

Requests/comments from members of the City Council. Councilmember Gomes stated she was excited to see the Guthrie Public Library teen volunteers at the meeting tonight and commended Library staff for their wonderful job and programs.

Councilmember Hazlewood expressed a "Thank You" to the Library staff for their hard work on the Library Programs; expressed a "Thank You" to the Boy Scout Troop attending the meeting tonight; and updated the events that Simple Life is coordinating for the children and community.

Vice Mayor Ayers, echoed tonight's comments.

Councilmember Thomas echoed tonight's comments.

Councilmember Coffin informed the City Council and the community of the events happening in Guthrie.

Councilmember Wood encouraged the community to vote on Tuesday, August 24th.

Mayor Burtcher informed he would be a judge at the Logan County Fair; BNSF is repairing the Oklahoma Street railroad crossing; commended the Library staff on their great job; and expressed a "Thank You" to the Boy Scouts for attending the meeting tonight.

Adjournment. Motion by Vice Mayor Ayers, seconded by Councilmember Hazlewood, moved approval to adjourn. Councilmember entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Coffin, Hazlewood, Wood, Thomas
Nay: None

Mayor Burtcher declared the motion carried unanimously at 7:27 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

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CITY OF GUTHRIE

CLAIMS

September 7, 2010

I hereby certify the purchase orders listed have been issued and encumbered against the available balance of the authorized appropriated accounts and that the department head and/or officer in charge of those accounts has certified that the procurements were necessary to the proper conduct of activities; that the merchandise and/or services have been satisfactorily received or utilized; and that the purchase orders are now a true and just debt of the city of Guthrie. These purchase orders are therefore presented to you to be presented to the governing body for consideration as claims for payment.

A handwritten signature in black ink, appearing to read "Kevin Dixon Jr.", written over a horizontal line.

Kevin Dixon Jr.
Senior Buyer
Administrative Services

Monthly Claims Approved As Per Ordinance #2973

By City Manager

City Manager

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Agenda Item Cover Letter

Meeting
[X] City Council
GPWA
Other:

Date of Meeting
September 7, 2010

Contact
Wanda Calvert
City Clerk/Treasurer

Agenda Item

Consider approval of the EMS Agreement between the City of Guthrie and Logan County Emergency Medical Services District Board of Trustees for the period of October 1, 2010 through September 30, 2011.

Summary

The proposed EMS Agreement is the same as last year. The Logan County Emergency Medical Services District Board of Trustees was created September 21, 1982 for the purpose of providing emergency medical services for the district comprised of the Independent School District No. 1 area through the levy of an ad valorem tax of 3.07 mills upon all real property situated in the district. The Trustees shall pay the City 90% of the 3.07 mills levied as compensation for providing for emergency medical services for the period of October 1, 2010 through September 30, 2011.

Funding Expected [X] Revenue [] Expenditure [] N/A
Budgeted [X] Yes [] No [] N/A
Account Number 01-00-00-5436 Amount \$321,615 for FY 2011
Legal Review [X] N/A [] Required Completed Date: Same/last year
Mayor's Appt. [] Yes [X] No

Supporting documents attached

- Agreement

Recommendation

Staff recommends approval.

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

AGREEMENT

An AGREEMENT entered into this _____ day of _____, 2010, by and between LOGAN COUNTY EMERGENCY MEDICAL SERVICES DISTRICT BOARD OF TRUSTEES (comprised of the area contained within Independent School District No. 1 of Logan County, Oklahoma), hereinafter referred to as "TRUSTEES" and the CITY OF GUTHRIE, OKLAHOMA, a municipal corporation, hereinafter referred to as "CITY".

WITNESSETH

WHEREAS, the TRUSTEES have been created for the express purpose of providing emergency medical services for the district comprised of the Independent School District No. 1, Logan County, Oklahoma, area, through the levy of an ad valorem tax of three (3.07) mills upon all the real property situated in the aforesaid district, which ad valorem tax was voted and approved by a majority of the qualified voters for such purpose on September 21, 1982; and

WHEREAS, CITY is a municipality capable of operating an emergency medical service on a district-wide basis, hereinafter referred to as "SOLE-PROVIDER SYSTEM"; and

WHEREAS, the TRUSTEES have determined that the CITY is the best qualified to provide the aforesaid emergency medical services as a SOLE-PROVIDER SYSTEM and to utilize the proceeds derived from the aforesaid ad valorem levy for such purpose.

NOW, THEREFORE, in consideration of the mutual covenants, conditions and promises the parties hereto agree as follows:

1. SERVICE AREA: CITY agrees to serve the geographic area of Independent School District No. 1 of Logan County, Oklahoma, hereinafter referred to as "DISTRICT".

2. TERM: The TRUSTEES agree to hire CITY to run and operate as a SOLE-PROVIDER SYSTEM in the DISTRICT from the first day of October, 2010, and terminate on September 30, 2011, for the compensations hereinafter provided payable monthly.

3. COMPENSATION: The TRUSTEES shall pay CITY 90% of the 3.07 mills levied as compensation for providing an administrative secretary and for emergency medical services to the DISTRICT for the period of October 1, 2010, through September 30, 2011.

Payments shall be made in equal monthly installments. In the event CITY fails to follow the published rules and regulations promulgated by the State Board of Health for basic life support ambulance service and/or fails to meet State Board of Health licensing requirements for emergency medical service providers, TRUSTEES shall deposit the equal monthly installment payments in an interest-bearing escrow account with a state or nationally chartered banking institution, the deposits of which are insured by the Federal Deposit Insurance Corporation, until CITY has furnished official notice from the State Board of Health that the CITY is in conformance or has achieved compliance with the State Board of Health rules and regulations as published at the time of the alleged non-conformance. Within five (5) days from receipt of notice of conformance, TRUSTEES shall release all monies, including interest earned, to the CITY which was withheld since the first date of non-conformance.

4. TERMINATION: This Agreement may be terminated by either party for reasons as hereinafter provided:

- (1) Upon mutual agreement of the parties.
- (2) Upon the default in payment of compensation by the TRUSTEES as hereinafter set forth;
- (3) Upon the failure of CITY to perform its responsibilities as required in this Agreement.
- (4) Upon the dissolution of the Logan County Emergency Medical District as provided by law.

In order to terminate this contract pursuant to paragraph 4, sub-paragraphs 1, 2, 3, or 4 the party desiring termination must notify the other party in writing on or before sixty (60) days prior to the end of the current contract in force. Notice of termination shall be deemed complete if the termination is hand delivered by TRUSTEES to the City Clerk of CITY or by CITY to the County Clerk of Logan County, or if posted first class mail sixty (60) days prior to the end of the current contract in the U.S. Mail, return receipt requested by TRUSTEES to the City Clerk of CITY or by CITY to the County Clerk of Logan County.

If termination of this Agreement is at the election of the CITY, CITY agrees to release possession of all emergency medical services equipment currently then in use for emergency medical services and which was funded solely through LOGAN COUNTY EMERGENCY MEDICAL SERVICES DISTRICT BOARD OF TRUSTEES, unless otherwise agreed, to the TRUSTEES within thirty (30) days of termination of this Agreement; and TRUSTEES shall assume full responsibility for ownership and possession and shall indemnify and hold CITY, its employees and agents, harmless from any and all liability accruing from the ownership and possession of said equipment.

4.A DISPOSITION OF VEHICLES TAKEN OUT OF SERVICE: When the City of Guthrie determines to take a vehicle purchased or provided under this Agreement out of service then upon removal of said vehicle from service the title to said vehicle will be transferred to Logan County Emergency Medical Services District Board of Trustees along with possession of the vehicle.

5. OUT-OF-DISTRICT CALLS: CITY agrees to make such calls outside the DISTRICT as are consistent with the life-saving responsibility of an Emergency Medical Services Sole-Provider System. Out-of-District ambulance calls shall be assigned by the ambulance dispatcher and made when the emergency response capabilities within the DISTRICT are not jeopardized, which decision remains in the sole discretion of the CITY. Out-of-District calls and services shall be billed by the CITY in accordance with the CITY's then current out-of-district emergency medical service call rate schedule.

6. REPORTS: The CITY shall prepare monthly activity reports and deliver to the TRUSTEES on or before the tenth (10th) of the month which will show the previous month's ambulance runs, and response time for ambulance runs; a billing summary of charges to all persons who received emergency medical service; a status report of the emergency ambulance service budget. The CITY will use the standardized run report for ambulance services promulgated by the State Department of Health.

7. MISCELLANEOUS: CITY agrees to comply with the Oklahoma Constitution and all applicable rules, regulations, ordinances, and statutes of the City of Guthrie, Oklahoma; the State of Oklahoma; and Federal government. CITY agrees to permit TRUSTEES or any agent designated by TRUSTEES free access to the books and equipment for purposes of inspection during regular CITY business hours of 8:00 a.m. to 5:00 p.m. Monday through Friday excluding holidays observed by the CITY, this includes copies as required by TRUSTEES of annual audit and operating fiscal reports. CITY shall promptly bill users of the services provided and shall pursue collections in a business-like manner; CITY may utilize the evaluation services offered by Oklahoma State University Cooperative Extension Services to determine the effectiveness of the Sole-Provider System for delivery of emergency medical services in the DISTRICT.

8. SITUS: This AGREEMENT shall be construed in accordance with the laws of the State of Oklahoma.

9. DISCLAIMERS: Nothing in this Agreement shall be construed as creating a partnership or joint venture relation between the parties hereto. All matters relating to the direct management of CITY personnel, including, but not limited to, hiring, pay, job descriptions, job duties, discipline, supervision, and termination are exclusively the responsibility of the CITY.

10. AMENDMENTS: This Agreement may be amended at any time by agreement in writing between the parties hereto.

IN WITNESS WHEREOF, the parties hereto do set their hands and seals on the date opposite their signature.

ATTEST:

Secretary

_____, 2010

ATTEST: (Seal)

City Clerk

_____, 2010

APPROVED AS TO FORM:

City Attorney

LOGAN COUNTY EMERGENCY
MEDICAL SERVICES DISTRICT
BOARD OF TRUSTEES

Chairman

CITY OF GUTHRIE, OKLAHOMA

Mayor



Agenda Item Cover Letter

Meeting
[X] City Council
GPWA
Other:

Date of Meeting
September 7, 2010

Contact
Damon R. Devereaux
Chief of Police

Agenda Item

Consider award acceptance of 2011 Oklahoma Highway Safety Grant

Summary

On March 16, 2010 council approved the Guthrie Police Department to make application with the Oklahoma Highway Safety Office for the 2011 Seat Belt Enforcement Grant. This is a partnership with the State of Oklahoma, Oklahoma Highway Safety Office. The project will fund overtime traffic enforcement/occupant protection throughout Guthrie. This project requires the agency to expend funds and submit monthly reports for reimbursement. On this award we will receive \$18,000 in funds for overtime. The grant allows officers to be designated as basic traffic enforcement officers and they are able to solely concentrate on traffic infractions.

Funding Expected [X] Revenue [X] Expenditure N/A
Budgeted [X] Yes No N/A
Account Number 30-00-00-5524 Rev Amount \$18,000
30-30-00-6905 Exp
Legal Review N/A Required Completed Date:
Mayor's Appt. Yes No

Supporting documents attached
Oklahoma Highway Safety Office Grant

Recommendation
Staff recommends to accept the grant award

Action Needed Public Hearing [X] Motion Emergency Clause



OKLAHOMA HIGHWAY SAFETY OFFICE

3223 North Lincoln
Oklahoma City, OK 73105-5403
(405) 523-1570
(405) 523-1586 Fax

August 27, 2010

Lt. Dan Belk
Guthrie Police Department
306 W. Oklahoma Ave.
Guthrie, OK 73044

Dear Lt. Belk:

Enclosed is a copy of your pending 2011 grant agreement with the Oklahoma Highway Safety Office.

In order to complete the grant agreement process, signatures and notarization are required. Please sign, notarize and return **both** signature pages, along with all grant agreement pages, to this address:

Oklahoma Highway Safety Office
3223 N. Lincoln Blvd.
Oklahoma City, OK 73105
Attn: Administrative Staff

Please note that the signing authority, and not the project director, must sign the signature pages. Please also make sure that the second signature space is left blank, as it is intended for the use of the OHSO only. Do not retain any of the pages from this packet, other than this letter; however, you may make photocopies if you wish.

Your grant agreement is not effective until signed copies are returned to our office and signed by the OHSO Director. You will receive a letter notifying you of the effective date of the grant agreement and an original copy of all documents. If you have any questions, please contact your Program Manager at (405) 523-1570.

Sincerely,

A handwritten signature in black ink, appearing to read "S. E. Watkins".

Scott E. Watkins
Director, Oklahoma Highway Safety Office

OKLAHOMA HIGHWAY SAFETY OFFICE GRANT AGREEMENT – PART I

TITLE OF PROJECT		
GUTHRIE SEAT BELT ENFORCEMENT		
GRANT EFFECTIVE DATE	PROJECT NUMBER	HIGHWAY SAFETY FUNDS OBLIGATED
_____	<u>OP-11-03-05-08</u>	\$ <u>18,000.00</u>
GRANT PERIOD		
FROM <u>October 1, 2010</u>		\$ _____
TO <u>September 30, 2011</u>		\$ _____
PROJECT PERIOD		
FROM <u>November 1, 2004</u>		\$ <u>18,000.00</u>
TO <u>September 30, 2011</u>		

AFFIDAVIT

State of Oklahoma, County of Logan. I, Chuck Burtcher, of lawful age, being duly sworn, on oath say, that I am the duly authorized agent of the City of Guthrie of Guthrie, Oklahoma, for executing this grant with the Oklahoma Highway Safety Office (OHSO). I further state and agree to comply, to the best of my knowledge, information and belief, with all municipal, state and federal laws, regulations and directives governing grants including, but not limited to, those listed in this agreement. Referenced documents are on file at the OHSO. I further state that any and all claims for reimbursement under this agreement will be true and correct, that the work, services, or materials as shown by any claim will have been completed or supplied in accordance with the plans, specifications, orders, requests and all other terms of the grant prior to the filing of claims. I further state that I am the duly authorized agent of the grantee for the purpose of certifying the facts pertaining to the giving of things of value to governmental personnel in order to procure the grant or obtain payment, I am fully aware of the facts and circumstances surrounding the making of the grant and have been personally and directly involved in the proceedings leading to the procurement of the grant; and neither the grantee nor anyone subject to the grantee's direction or control has been paid, given or donated or agreed to pay, give or donate (to any officer or employee of the State of Oklahoma) any money or other things of value, either directly or indirectly, in procuring the grant or obtaining payment.

In reviewing this grant agreement and the circumstances involved with its implementation, an opinion was derived by the undersigned that any negative environmental impact will be substantially outweighed by the projected benefits of this project.

Date _____, 20____ Signature _____

Title _____

Subscribed and Sworn to, before me, this _____ day of _____, 20____

My Commission expires _____ Commission Number _____

Notary Public

AFFIDAVIT

State of Oklahoma, County of Oklahoma.
I, Scott E. Watkins, of lawful age, being first duly sworn on oath say, that I am the duly authorized representative of the Governor of the State of Oklahoma and am duly authorized to carry out the statutory provisions of 47 O.S. 1971, Section 40-107, and all other laws; regulations and directives, pertinent to highway safety in the State of Oklahoma to the best of my knowledge, information, and belief.

Date _____, 20____ Signature _____

Director, Highway Safety Office

Subscribed and Sworn to, before me, this _____ day of _____, 20____

My Commission expires _____ Commission Number _____

Notary Public

OKLAHOMA HIGHWAY SAFETY OFFICE GRANT AGREEMENT – PART I

TITLE OF PROJECT		
GUTHRIE SEAT BELT ENFORCEMENT		
GRANT EFFECTIVE DATE	PROJECT NUMBER	HIGHWAY SAFETY FUNDS OBLIGATED
_____	OP-11-03-05-08	\$ 18,000.00
GRANT PERIOD		
FROM <u>October 1, 2010</u>		\$ _____
TO <u>September 30, 2011</u>		\$ _____
PROJECT PERIOD		
FROM <u>November 1, 2004</u>		\$ _____
TO <u>September 30, 2011</u>		\$ 18,000.00

AFFIDAVIT

State of Oklahoma, County of Logan. I, Chuck Burtcher, of lawful age, being duly sworn, on oath say, that I am the duly authorized agent of the City of Guthrie of Guthrie, Oklahoma, for executing this grant with the Oklahoma Highway Safety Office (OHSO). I further state and agree to comply, to the best of my knowledge, information and belief, with all municipal, state and federal laws, regulations and directives governing grants including, but not limited to, those listed in this agreement. Referenced documents are on file at the OHSO. I further state that any and all claims for reimbursement under this agreement will be true and correct, that the work, services, or materials as shown by any claim will have been completed or supplied in accordance with the plans, specifications, orders, requests and all other terms of the grant prior to the filing of claims. I further state that I am the duly authorized agent of the grantee for the purpose of certifying the facts pertaining to the giving of things of value to governmental personnel in order to procure the grant or obtain payment, I am fully aware of the facts and circumstances surrounding the making of the grant and have been personally and directly involved in the proceedings leading to the procurement of the grant; and neither the grantee nor anyone subject to the grantee's direction or control has been paid, given or donated or agreed to pay, give or donate (to any officer or employee of the State of Oklahoma) any money or other things of value, either directly or indirectly, in procuring the grant or obtaining payment.

In reviewing this grant agreement and the circumstances involved with its implementation, an opinion was derived by the undersigned that any negative environmental impact will be substantially outweighed by the projected benefits of this project.

Date _____, 20____ Signature _____

Title _____

Subscribed and Sworn to, before me, this _____ day of _____, 20____

My Commission expires _____ Commission Number _____

Notary Public

AFFIDAVIT

State of Oklahoma, County of Oklahoma.
I, Scott E. Watkins, of lawful age, being first duly sworn on oath say, that I am the duly authorized representative of the Governor of the State of Oklahoma and am duly authorized to carry out the statutory provisions of 47 O.S. 1971, Section 40-107, and all other laws, regulations and directives, pertinent to highway safety in the State of Oklahoma to the best of my knowledge, information, and belief.

Date _____, 20____ Signature _____

Director, Highway Safety Office

Subscribed and Sworn to, before me, this _____ day of _____, 20____

My Commission expires _____ Commission Number _____

Notary Public

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OKLAHOMA HIGHWAY SAFETY OFFICE GRANT AGREEMENT - PART I

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SPECIFIC AGREEMENTS.....1

ATTACHMENT

PROJECT DIRECTOR'S REPORT

Title of Project:		GUTHRIE SEAT BELT ENFORCEMENT	
Project Number:	OP-11-03-05-08		
Responsible Agency:	Guthrie Police Department	Reimbursement Information (where check is to be mailed):	
Project Director:	LT Dan Belk	Payee:	City of Guthrie
Phone Number:	405-282-0314	Address:	101 S. Second St
Address:	306 W. Oklahoma		Guthrie, OK 73044
	Guthrie, OK 73044		
Fax:	405-282-0473		
Email:	dbelk@cityofguthrie.com		

OHSO Funds Obligated:	\$ 18,000.00	Other Funds Obligated:	\$ _____
Source of Other Funds:	_____		
Total of OHSO and Other Funds:	\$ 18,000.00		

PROJECT SUMMARY NARRATIVE SECTION

The following pages of this PROJECT SUMMARY NARRATIVE SECTION will contain:

The Problem Identification, Project Goal, Project Description, Equipment and Equipment Justification, and Evaluation. The project objectives must be time-framed and measurable. The narrative also needs to include personnel utilization.

PROJECT GOAL:

To increase the seat belt use rate in Guthrie from 73.1% to 78% and decrease the number of KAB crashes by 5% (2009 KAB data not available at this time).

PROBLEM IDENTIFICATION:

The 2009 Oklahoma Statewide Seat Belt Observational Survey reflected a state seat belt use rate of 84.2%. The survey also reflected a seat belt use rate of 73.1% in Logan County - a statistically significant eleven (11) points below the state rate. The City of Guthrie is the county seat of Logan County and has a population of approx. 14,000 residents. During 2009, Guthrie experienced 21 KAB crashes, including two fatality crashes. The Guthrie Police Department budget has not been able to expand enough to meet the demands of its traffic safety requirements. Overtime operations have been minimal due to budget constraints.

PROJECT DESCRIPTION:

Guthrie Police Department will assign commissioned officers to work overtime shifts specifically targeting seat belt and child restraint violations during high visibility dates and times. Public Information and Education activities will be conducted monthly emphasizing the benefits of vehicle restraints. The grantee will participate in the *Click It or Ticket* and *Drunk Driving. Over the Limit. Under Arrest.* mobilizations, including submitting the required pre and post-mobilization reports by the due dates.

EQUIPMENT JUSTIFICATION:

No equipment included.

EVALUATION:

The Project Director will submit on a monthly basis the Project Directors Report/Reimbursement Claim, to include at a minimum:

- Completed Project Directors Report, Budget Summary page, Budget Detail page, and Milestone pages
- Verification of personnel working overtime traffic enforcement and the number of hours worked

- Verification of the salary and benefits paid for grant funded overtime traffic enforcement
- Number of citations and written warnings issued for: speed, occupant protection, alcohol offenses, and "other" (use of the OHSO Law Enforcement Activity Report Form recommended)
- The number and description of PI&E activities conducted

At the end of the grant period, the Project Director will submit a year-end report summarizing the overall efforts and effectiveness of the project in meeting the stated goal(s), as well as the total number of citations and written warnings issued for speed, occupant protection , alcohol offenses, and "other" types of violations during grant funded overtime.

BUDGET SUMMARY

PROJECT TITLE:		Federal Fiscal Year: 2011												PROGRAM AREA	
GUTHRIE SEAT BELT ENFORCEMENT														OCCUPANT PROTECTION	
		Project Number: OP-11-03-05-08													
COST CATEGORY ITEMS		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Annual Total	
		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD	YTD
I. PERSONNEL															
A. Salaries	P	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	16,716
	A														
B. Benefits	P	107	107	107	107	107	107	107	107	107	107	107	107	1,284	
	A														
II. TRAVEL															
A. In-State Travel	P														
	A														
B. Out-of-State Travel	P														
	A														
III. OPERATING COSTS															
	P														
	A														
IV. CONTRACTUAL COSTS															
	P														
	A														
V. EQUIPMENT															
	P														
	A														
MONTHLY TOTAL		P	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
	A														

P = Projected Expenditures
A = Actual Expenditures (To be completed by Project Director each month.)

BUDGET DETAILS

PROJECT TITLE:		Federal Fiscal Year: 2011												PROGRAM AREA		
GUTHRIE SEAT BELT ENFORCEMENT		Project Number: OP-11-03-05-08												OCCUPANT PROTECTION		
COST CATEGORY ITEMS	DESCRIPTION OF EXPENDITURE ITEMS	MONTH												TOTALS		
		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	SEMI-ANNUAL	ANNUAL	
I.A. 1.	Salary for overtime traffic enforcement (rate not to exceed 1.5 times regular hourly rate unless contractually required and pre-approved by OHSO).	P	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	8,358
		A														
P		1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	1,393	16,716	
A																
P	Benefits for overtime traffic enforcement at 7.65%	107	107	107	107	107	107	107	107	107	107	107	107	107	642	
A																
P		107	107	107	107	107	107	107	107	107	107	107	107	1,284		
A																
P																
A																
P																
A																
P																
A																
P																
A																
P																
A																

P = Planned Budget
 A = Actual Expenditures (To be completed by Project Director each month.)
 OHSO-P-2d(06/10)

ACTIVITY / MILESTONES

PROJECT TITLE: GUTHRIE SEAT BELT ENFORCEMENT		Federal Fiscal Year: 2011			PROJECT NUMBER: OP-11-03-05-06			PROGRAM AREA OCCUPANT PROTECTION						
		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Total
No.	Activities	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
1.	Number of hours of overtime traffic enforcement worked (approximately 696 hours @ \$24/hour).	58	58	58	58	58	58	58	58	58	58	58	58	696
	A													0
2.	Number of citations and written warnings issued. DO NOT INCLUDE OCCUPANT PROTECTION CONTACTS AS THEY ARE REPORTED BELOW (No target established).	-	-	-	-	-	-	-	-	-	-	-	-	0
	A													0
3.	Number of occupant protection citations and written warnings issued (target is two per hour).	116	116	116	116	116	116	116	116	116	116	116	116	1,392
	A													0
4.	Number of PI&E activities (to include media contacts, safety presentations, etc.).	1	1	1	1	1	1	1	1	1	1	1	1	12
	A													0
5.	Support NHTSA's national goals and law enforcement mobilizations ("Click It or Ticket" and "Drunk Driving, Over The Limit, Under Arrest.").								X			X		2
	A													0

P = Projected Activities
 A = Actual Activities Accomplished (To be completed by Project Director each month.)
 OHSO-P-2e (06/10)

ACTIVITY / MILESTONES

PROJECT TITLE:	MILESTONES												PROGRAM AREA			
	1st Quarter						2nd Quarter			3rd Quarter				4th Quarter		Total
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP		YTD		
Federal Fiscal Year: 2011													OCCUPANT PROTECTION			
Project Number: OP-11-03-05-08																
GUTHRIE SEAT BELT ENFORCEMENT																
Activities																
6. Conduct pre and post-project seat belt use surveys.	P											X				
7. Submit copy of Single Audit Report or Letter of Exemption (See General Provisions, Page 7, No. 22).	P						X (2012)									
8. Submit Project Evaluation Summary to OHSO by November 1, 2012	P															
	A															
	P															
	A															
	P															
	A															

GLOSSARY OF DEFINITIONS

This glossary defines terms with meanings which may be unclear in the context in which they are used. These definitions are meant to apply only to the usage of these terms in this grant agreement.

Activity – The smallest unit of work that can be time-framed, quantified, and is critical to the success of a project.

Actual – The attained level of resources and/or accomplishments.

Authorized Agent – The duly authorized representative of the State Agency or Local Subdivision having signatory authority and the responsibility of executing the grant agreement.

C. F. R. – Code of Federal Regulations.

Director – The Director authorized by the Governor’s Representative to direct the activities of the Oklahoma Highway Safety Office.

FY - Fiscal year which starts October 1 and ends September 30 each year.

Governor’s Representative - A representative appointed by the Governor of Oklahoma to oversee the activities of the Oklahoma Highway Safety Office.

Grantor Agency - Oklahoma Highway Safety Office.

Local Subdivision - An administrative division of local government.

Milestone - A level of accomplishment of an activity within a specific period of time.

Obligated - The proposed level of resources and/or accomplishments.

OMB - Office of Management and Budget (Federal).

OHSO - Oklahoma Highway Safety Office.

Program Manager – An OHSO staff member authorized to act as the liaison between the Highway Safety Office and the State Agency or Local Subdivision in all matters pertaining to a project.

Project Director – A representative of the grantee responsible for directing the activities of the project.

QTD – Quarter-to-date.

Standard Number – A number assigned to one of the highway safety program areas as defined by the Highway Safety Act of 1966.

State Agency – An administrative division of state government.

Task Number – A number assigned by the OHSO for internal management.

U. S. C. – United States Code.

YTD – Year-to-date.

OHSO-P-2f Reg-Gen contract Agreements II (08/10)

GENERAL PROVISIONS

REGULATIONS AND DIRECTIVES

The Grantee, its assignee(s), successor(s) in interest, subcontractor(s), supplier(s), or anyone who is a recipient of financial assistance through this grant shall agree to all applicable provisions of the following; however, nothing here should be interpreted to limit the requirements to comply with regulations and directives not included in this list:

1. Office of Management & Budget Circular A-102: Grants and Cooperative Agreements with State and Local Governments (Revised 10/7/94 and further amended 08/29/1997).
2. Office of Management & Budget Circular A-87: Cost Principles For State, Local, and Indian Tribal Governments (05/10/2004), relocated to 2 CFR, Part 225.
3. Office of Management & Budget Circular A-21: Contract Costs Principles and Procedures; Cost Principles for Educational Institutions. (Revised 05/10/2004), relocated to 2 CFR, Part 220.
4. Office of Management & Budget Circular A-110: Uniform Administrative Requirements for Grants and Other Agreements with institutions of Higher Education, Hospitals and other Non-Profit Organizations (11/19/1993 and further amended 09/30/1999)), relocated to 2 CFR, Part 215.
5. Office of Management & Budget Circular A-122: Cost Principles for Nonprofit Organizations (05/10/2004)), relocated to 2 CFR, Part 225.
6. Office of Management & Budget Circular A-133: Audits of States, Local Governments, and Non-Profit Organizations (06/24/1997 includes revisions published in Federal Register 06/27/2003).
7. Department of Transportation Regulations, 49 CFR Part 18, Uniform Administrative Requirements for Grants and cooperative Agreements to State and Local Governments.
8. 49 CFR Part 19 - Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Nonprofit Organizations.
9. Department of Transportation 23 USC, Chapter 4, Highway Safety Act of 1966, as amended.
10. Department of Transportation 23 CFR, Parts 1200, 1205, 1206, 1250, 1251 and 1252, Regulations governing highway safety programs.
11. NHTSA Order 462-6C – Matching Rates for State and Community Highway Safety Programs.
12. Highway Safety Grant Funding Policy for Field-Administered Grants.
13. Executive Order No. 11246, 3 CFR 169 (Supp. 1969), "Equal Employment Opportunity" / Department of Labor Regulations, 41 CFR Part 60.
14. Copeland Act, 18 U.S.C. Section 874 / Department of Labor, Regulations, 29 CFR Part 3.
15. Davis-Bacon Act, 40 U.S.C. Sections 276a to 276a-5 (1964) as Amended / Department of Labor Regulations, 29 CFR Part 5.
16. The Drug-free Workplace Act of 1988 (49 CFR Part 29 Sub-part F).
17. Cash drawdowns will be initiated only when actually needed for disbursement, cash disbursements and balances will be reported in a timely manner as required by NHTSA, and the same standards of timing and amount, including the reporting of cash disbursement and balances, will be imposed upon any secondary recipient organizations (49 CFR 18.20, 18.21, and 18.51). Failure to adhere to these provisions may result in the termination of drawdown privileges.
18. Compliance with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, as amended, as implemented by 49 CFR Parts 21 and 27. Title VIII of the Civil Rights Act of 1968 and any other nondiscrimination provisions in the specific statute(s) which may apply to the application.

REGULATIONS AND DIRECTIVES (CONT.)

19. Hatch Act (Political Activity), 5 U.S.C. Sections 1501-1508 and 5 CRF Part 151.
20. Contract Work Hours and Safety Standards Act, 40 U.S.C. Sections 327-330 (1962) / Department of Labor Regulations 29 CFR Part 5.
21. Buy America Act, 23 U.S.C. 101.
22. Clean Air Act of 1955, as amended, 42 U.S.C. Sections 1857-1857f.
23. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions:
 - (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 - (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
24. Certification Regarding Federal Lobbying; Certification for Contracts, Grant, Loans, and Cooperative Agreements. The undersigned certifies, to the best of his or her knowledge and belief, that: (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for the influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (3) Then undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, sub-grants, and contracts under grant, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
 - *Restriction on State Lobbying*; None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.
25. Oklahoma Travel Reimbursement Act, 74 O.S. 1999, Section 500.2 (as supplemented or amended).
26. Oklahoma Central Purchasing Act, 74 O.S. (Supp. 1999), Sections 85.1-85-45K.
27. Compliance with all other acts of Congress of the United States, the Statutes of the State of Oklahoma, and the Administrative Policies of the Oklahoma Highway Safety Office.
28. Compliance with all rules and regulations as set forth by the U.S. Department of Transportation, the National Highway Traffic Safety Administration, the Federal Highway Administration, the State of Oklahoma, or the Highway Safety Office.

REGULATIONS/DIRECTIVES HIGHLIGHTS

The following are highlights of the previously referenced documents. This is in no way intended to eliminate or restrict the meaning and/or the content of the aforementioned documents.

1. Incorporation or Provisions

The Grantee shall include the provisions of the referenced regulations and directives in every subcontract including procurement of materials, leasing of equipment, and personal services.

2. Nondiscrimination Clause

The Grantee, its subcontractor(s), and/or supplier(s) will not discriminate on the grounds of race, age, color, sex, handicap, national origin or religion, and such provisions will be written into all subcontracts.

3. Noncollusion Clause

The Grantee, its subcontractor(s) and/or supplier(s) represents that neither the Grantee nor anyone subject to the Grantee's direction or control has been paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this grant or obtaining payment as a result of this grant agreement.

4. Information and Reports

The Grantee will provide all information and reports, and will permit access to its books, records, accounts and other sources of information, as may be determined by the Highway Safety Office, State Auditor and Inspector, or the U.S. Department of Transportation.

5. Noncompliance of Terms & Termination of Project

In the event of noncompliance by the Grantee, its subcontractor(s) and/or supplier(s), the Grantor Agency may impose such sanctions as it deems appropriate including; withholding of payments, cancellation, termination or suspension of the project in whole or in part.

6. Conferences, Inspection of Work

Conferences may be held at the request of any party to this grant agreement. A representative of the Grantor Agency and/or of the U.S. Department of Transportation shall be privileged to visit the site for the purpose of inspection and/or assessment of work being performed at any time as mutually agreed by both parties.

7. Modification Procedure

- All modifications to this grant agreement must have the prior written approval of OHSO. A request for a modification may be originated by either the Grantee or OHSO. The method of modifying the agreement shall be determined and executed in accordance with OHSO policy

REGULATIONS/DIRECTIVES HIGHLIGHTS (cont.)**8. Travel**

Mileage and per diem rates for persons assigned to this project, including local vicinity travel, travel to other parts of the State and travel outside the State, are regulated as provided in the Oklahoma Travel Reimbursement Act.

9. Out-of-State Training

A letter of request shall be submitted containing the following information. This letter must be received and approved by OHSO prior to travel and training. The request shall contain the following:

- | | |
|-------------------------|--|
| a. Location of training | d. All costs (travel, lodging, per diem, fees, etc.) |
| b. Specific dates | e. Name and rank of personnel attending |
| c. Training outline | |

10. Disputes

Any dispute, disagreement or question of fact arising under this grant agreement shall be decided by the Highway Safety Director/Governor's Representative and written documentation will be distributed to parties concerned. A written appeal may be made within 30 calendar days to the Governor's Representative. A decision in writing will be distributed to the parties concerned.

11. Reports

A. Before publication or printing, the final draft of any report(s) required under the grant agreement or pertaining to the project shall be submitted to the Grantor agency for review and prior to publication.

B. Each publication and/or printed report covered by Paragraph 11-A (above) must include the following statements:

- (1) This report was prepared for the Highway Safety Office in cooperation with the National Highway Traffic Safety Administration, U.S. Department of Transportation, and/or Federal Highway Administration, U.S. Department of Transportation. (cover page)
- (2) The conclusions and opinions expressed in these reports are those of the author(s), and do not necessarily represent those of the Oklahoma Highway Safety Office, the State of Oklahoma, the U.S. Department of Transportation, or any other agency of the State or Federal Government. (cover page)
- (3) This publication, printed by (name of printing firm) is issued by the Department of Public Safety as authorized by the commissioner of Public Safety. _____ copies have been prepared and distributed at a cost of \$_____. Copies have been deposited with the Publications Clearinghouse of the Oklahoma Department of Libraries. (The statement may be placed where it does not distract from the publication and may be in a smaller font.)

C. In addition, any statements issued to the news media concerning this grant and the performance of objectives herein under described, must be approved by OHSO prior to release to the abovementioned news media. The Grantor Agency shall have the authority to edit, rewrite and make modifications as necessary for the clarification of information contained in such news releases, and may elect to prohibit issue of any given release.

12. Public Information

All Grantees and subcontractors are required to comply with the Department of Defense Appropriations Act of 1988, Section 8136 of this law, which states:

A contractor or subcontractor when issuing statements, press releases, requests for proposals, bid solicitations, and other documents (prepared for public distribution) describing projects or programs funded in whole or in part with Federal money, all contractors and subcontractors receiving Federal funds, including but not limited to State and Local Governments, shall clearly state, (1) the percentage of the total cost of the project which will be financed with Federal money, and (2) the dollar amount of Federal funds for the project or program. This disclosure should appear at the bottom of the front cover or page.

REGULATIONS/DIRECTIVES HIGHLIGHTS (cont.)

13. Cancellation

This grant agreement may be canceled by the Grantor Agency if the Grantee, its subcontractor(s) and/or its supplier(s) violate any provision of this grant agreement. In such an event, the Grantor Agency shall notify the Grantee of such decision 30 days in advance of the effective date of cancellation. The Grantee shall be paid only for those services satisfactorily performed prior to the effective date of cancellation.

The Grantee may terminate the contract in writing. Termination will become effective 30 days after receipt of written notification or when conditions preclude the 30-day notice.

14. Tax and Compensation Liability

Nothing herein contained shall be construed as incurring for the Grantor Agency any liability for Workmen's Compensation, F.I.C.A., Withholding Tax, Unemployment Compensation, or any other payment which is not a part of this contract.

15. Equipment Purchased with Highway Safety Funds

- Ownership of equipment purchased is vested in the Grantee, who must use the property only for the authorized purpose of this project(49 CFR, Part 18 (Common Rule))
- Equipment must be entered into, and tracked through, the Grantee's inventory system and the OHSO inventory
- Equipment maintenance and liability coverage are the Grantee's responsibility
- Grantee shall not remove, transfer, or dispose of the property without prior written approval from OHSO
- If equipment is lost or stolen, the OHSO must be notified immediately, in writing, accompanied by a police report

To dispose of ANY equipment, the Grantee MUST:

1. Write a letter of request to OHSO;
2. State how the disposal will occur (auction, transfer, etc.) and/or provide three (3) appraisals;
3. Maintain equipment until Grantee receives letter of approval.
4. Return Equipment to OHSO

16. Records, Retention and Custodial Requirements

Financial records, supporting documents, statistical records, and any other records pertinent to this contract shall be retained for a period of three years, from submission of final claim or as specified by the Grantor Agency, and/or the Oklahoma State Auditor and Inspector.

17. Responsibility for Claims and Liability

The Grantee shall be required to save and hold harmless, Grantor Agency, State of Oklahoma, National Highway Traffic Safety Administration, Federal Highway Administration, and U.S. Department of Transportation, from all claims and/or liability due to the negligent acts of Grantee or Grantee's subcontractor(s), agents or employee(s) to the extent allowable under Oklahoma State Law.

18. Ownership of Data and Creative Material

"Unless provided to the contrary, in writing, between the parties or in the grant documentation, if any, or otherwise provided in the federal or Oklahoma law, the State of Oklahoma is hereby granted and conveyed by the vendor or sub-grantee, and the state hereby retains, all the exclusive rights to use and own and to transfer ownership and usage rights, as the state may wish, in and to any and all property and property rights, including, but not limited to:

Intellectual property rights, patent, copyright, trademark, trade names, web sites, domain names, internet addresses or any other thing, tangible or intangible, partly or fully developed, acquired, created, registered or used with any of the funds issued hereunder or the cost of which is fully or partially reimbursed with any of the funds issued hereunder. Furthermore, such a clause shall be included in any subcontract or sub-grant issued by the vendor or sub-grantee hereunder with a 3rd party, and this provision shall be binding on any and all 3rd parties."

REGULATIONS/DIRECTIVES HIGHLIGHTS (cont.)**19. Procurement Procedures**

The Grantee shall accomplish the maximum amount of subcontracting to small business concerns that is consistent with the efficient performance of this project, and all transactions shall be conducted in a manner so as to provide maximum open and free competition. All non-state agencies shall submit a copy of their procurement procedures at the beginning of the project. These procedures will be submitted to the Director of the Central Purchasing Division of the Oklahoma Department of Central Services to verify that they meet the minimum requirements of the Central Purchasing Act (therefore, the Common Rule).

20. Project Monitoring

OHSO Program Managers shall make project on-site visits to provide technical assistance and oversight. Grantee shall provide the latter with access to all project records, equipment, and information upon request, and provide copies of such documents upon request.

21. Financial Management Systems

The Grantee, its subcontractors, and/or its supplier(s) shall adopt all of the generally accepted accounting practices including, but not limited to, the following:

- a. Monthly financial claims will identify adequately the source and application of funds for the Grantor Agency in support of a line item.
- b. The Grantee shall adequately safeguard all such assets and shall assure they are used solely for authorized purposes, and maintain effective control over and account for all funds, property, and other assets.
- c. Comparison of financial information with performance or productivity date.
- d. Accounting records must be supported by source documentation and said documentation must be attached to reimbursement claims.

22. Audit

All entities who receive \$500,000 or greater from any and all sources of Federal funds shall have an audit conducted in accordance with the OMB Circular A-133 or in accordance with Federal Laws and regulations governing the programs in which they participate.

All Entities that receive less than \$500,000 in a given fiscal year shall be exempt from complying with the requirements prescribed in OMB Circular A-133. All exempt entities shall provide OHSO a letter stating they are exempt.

A-133 is applicable to Audits of States, Local Governments and Non-Profit Organizations.

Scope of Audit

The audit shall be made by an independent auditor or audit firm in accordance with generally accepted Government Auditing Standards covering financial and compliance audits on an organizational-wide basis. Failure to comply could result in imposed sanctions by the Grantor Agency as it deems appropriate including: withholding of payment, cancellation, termination or suspension of the project in whole or in part.

- **Audit Reports** - All audits must contain a "Schedule of Federal Financial Assistance" as prescribed by the AICPA and the schedule must address the OHSO funds.

It is the responsibility of the Grantee or subcontractor to submit a copy of the completed Audit Report to OHSO within 30 days after it is received from the auditor unless the Federal Cognizant Audit Agency grants a longer period.

REGULATIONS/DIRECTIVES HIGHLIGHTS (cont.)

- **Frequency of Audits** shall be annually unless state agencies, local governments, Indian Tribes, recipients, sub recipients and/or Universities, hospitals or nonprofit entities have filed a constitutional or statutory requirement for less frequent audits to the Federal Cognizant Audit Agency.

All Grantees are required by OMB Circular A-133 to keep audit reports on file for three years after the date of the audited period.

23. Monthly Project Director's Report and State Claim

This report must contain the following:

- a. Project Director's Report Signature Page – OHSO-P-6;
- b. Budget Summary Page(s) – OHSO-P2c and Budget Detail page(s) – OHSO-P-2d;
- c. Activity/Milestone Page(s) – OHSO-P-2e;
- d. Grantee's statistical support for the project activities;
- e. Signed time sheets for project personnel and copies of payroll forms;
- f. Copies of Grantee's Purchase Orders, Vendor's Invoices, Grantee's Claims to vendor and all other documents pertaining to project costs;
- g. The OHSO Accountant will complete an OHSO form #72-B entitled, "Record of Equipment" for each item of equipment purchased. **It is the responsibility of the Grantee to see that all records related to the purchase of equipment are attached to a reimbursement claim.** Attached records must identify the item of equipment by name, serial number, cost, brand name, model number, manufacturer, proof of payment and where the item will be located. It is possible for OHSO to hold the reimbursement of all claims until after all required information has been received by OHSO.

24. Vehicle Insurance Verification

A condition of approval for the grant agreement is that an individual or business performing project activities which result in the use of automobiles must provide the OHSO, on request, a copy of the appropriate current Insurance Company coverage Declarations form as proof of meeting the statutory requirements of automobile insurance coverage in Oklahoma. Update and current insurance declarations will be required to prove continued coverage throughout the life of this contract.

25. Annual Report

All final claims for reimbursement and a final summary report of all activities **must** be received by the OHSO no later than November 1. Claims received after November 1 may not be eligible for reimbursement.

26. Indirect Costs

Grantees who possess a federally negotiated indirect cost rate must provide the OHSO a copy of that documentation for OHSO project files. The federally approved indirect cost rate is the maximum allowable rate. The federally approved indirect cost rate may or may not be the indirect cost rate agreed to between the Grantee and the OHSO. Non-governmental entities utilizing indirect cost as a part of their grant agreement must do so in accordance with OMB Circular A-122. No indirect cost reimbursement request will be processed for payment unless the appropriate indirect cost approval documentation is on file with the OHSO.

SPECIFIC AGREEMENTS – PART III

Grantee shall adopt (if none presently exists) and enforce a safety belt use policy requiring all employees and others riding in Grantee vehicles and/or on Grantee business to use safety belts in accordance with State law.

Grantee is required by the State of Oklahoma to provide proof of Workers Compensation Insurance. If the Grantee is exempt from the Workers Compensation Insurance Statute, a signed waiver of liability form must be submitted. Failure to provide one or the other will result in a cancellation of the award.

Regular compensation and/or overtime compensation provided in this grant award will be paid in accordance with established policies and regulations of your entity. Any deviation from the established policies and regulations must be specifically addressed in the written grant award.

Grantee shall verify that any officer using a grant purchased radar or grant purchased video camera has received training in the proper use of the equipment.

Grantee shall encourage all law enforcement officers participating in impaired driving enforcement programs to obtain certification in NHTSA sanctioned Standard Field Sobriety Test (SFST) procedures.

Grantee shall submit monthly activity and reimbursement reports (including all appropriate documentation) to OHSO. Reports shall be submitted within 30 days of the end of the reporting month. Failure to comply with this 30-day limit may result in denial of the reimbursement claim.

Reports should include, as a minimum, the following:

1. Project Director's Report.
2. Budget Summary (include all cumulative year-to-date information).
3. Budget Details (include all cumulative year-to-date information).
4. Activity Milestones (include all cumulative year-to-date information).
5. Financial documentation for the current report (time sheets, payroll documents, invoices, purchase orders, and/or other appropriate verification of expenditures).
6. Activity documentation for the current report (include information on all projected activities whether completed or not, and any additional activities that were conducted; an explanation should be provided for any activities not completed).
7. Any additional, pertinent information to the project for the current reporting period.

This is a Federally funded project. The Federal Funds are provided by the NHTSA and, as such, may be subject to audit under Office of Management and Budget (OBM) or A-133. Unless other arrangements are made, any required audit is the responsibility of the Grantee.

Any activities or cost items not specifically addressed in this agreement or any revisions to the items which are included in the agreement must be approved, in writing, by the OHSO Director/Governor's Representative or designee before they will be considered eligible activities and/or cost items. (For example, any out-of-state travel expenses not specifically identified in one's agreement require prior written permission from the OHSO Director/Governor's Representative or designee or the costs will not be reimbursed.)

These "Specific Agreement" topics have been provided in an effort to assist grantees. This is not in any way a complete list of all requirements. Any questions and/or concerns not addressed here or in other areas of this grant agreement should be directed to the OHSO Program Manager assigned responsibility for oversight of this project.

The continuation of this project is contingent on the availability and receipt by OHSO of Federal Funds.

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Agenda Item Cover Letter

Meeting: [X] City Council, [] GPWA, [] Other:
Date of Meeting: September 7, 2010
Contact: Jim Ahlgren

Agenda Item: Consider authorizing a request from Kenneth Martin for a lump sum payment from the City's retirement plan, Oklahoma Municipal Retirement Fund OMRF.

Summary: Kenneth Martin is a current City of Guthrie employee and a vested participant in the City Pension Plan. Kenneth has requested a lump sum retirement payment under the provisions of the plan.

Funding Expected: [] Revenue, [] Expenditure, [X] N/A
Budgeted: [X] Yes, [] No, [X] N/A
Account Number: _____ Amount: _____
Legal Review: [] N/A, [] Required, Completed Date: _____
Mayor's Appt.: [] Yes, [] No

Supporting documents attached: Actuarial Impact of Lump Sum on Plan Costs

Recommendation: Staff requests approval of a lump sum retirement Pension Payment for Kenneth Martin.

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

Confidential

August 17, 2010

Mr. Jim Ahlgren
City of Guthrie
PO Box 908
Guthrie, OK 73044-0908

Re: Impact of Lump Sum on Plan Costs

Dear Mr. Ahlgren:

You asked us whether a lump sum to the following participant would have a substantial impact on plan costs:

- K Martin, retiring 9/5/2010.

Based on the information currently in the database, Mr. Martin's retirement benefit payable on 10/1/2010 is estimated to be \$474.20 per month under the plan's normal form (lifetime annuity with 5 years certain).

As shown in the following table, the actuarial cost to provide these retirement annuity payments is roughly equivalent to the estimated lump sum value:

Participant	Estimated Lump Sum	Estimated Actuarial Cost of Retirement Annuity
Martin	\$ 47,549	\$ 50,061

If this cost change had been anticipated in the 2010 actuarial valuation, the required municipal contribution for the 2009-10 year would have been unchanged.

Mr. Jim Ahlgren
August 17, 2010
Page 2

Please contact Chris Whatley if you have any questions about the calculation.

Sincerely,

A handwritten signature in black ink, appearing to read "Sean M. Sullivan". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Sean, M. Sullivan, FSA
Consulting Actuary

c: Chris Whatley

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Agenda Item Cover Letter

Meeting: [X] City Council, [] GPWA, [] Other:
Date of Meeting: September 7, 2010
Contact: Damon R. Devereaux, Police Chief

Agenda Item

Consider authorizing staff to surplus and sell two 9mm submachine guns for \$1,600 to Midwest Tactical, Inc. Midwest Tactical possesses a Class III Firearms License which is required for the sale of this type of weapon.

Summary

The Guthrie Police Department currently has two (2) MP5 Sub Machine Guns. The weapons are typically used by the Special Operations Team for high risk entries. These particular weapons were manufactured in 1978. Although they are still in excellent operational condition we are wanting to upgrade to a more diverse weapon, the AR15.

Funding Expected: [X] Revenue, [] Expenditure, [] N/A
Budgeted: [] Yes, [X] No, [] N/A
Account Number: [], Amount: []
Legal Review: [X] N/A, [] Required, Completed Date: []
Mayor's Appt.: [] Yes, [X] No

Supporting documents attached

Letter from Midwest Tactical, Inc
ATF Form 5

Recommendation

Staff recommends approval.

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

Midwest Tactical, Inc.

MWT / Frank's Gun

14048 CR 200

Jasper, Missouri 64755

417.850.1649

August 11, 2010

Guthrie Police Department
306 W. Oklahoma Ave
Guthrie, OK 73044

Dear Sirs:

Enclosed please find full payment on the MP5s. I have also enclosed Form 5s for the transfer. Please sign and return ALL copies of the forms, as these must be submitted to ATF in duplicate, with original signatures. I have also enclosed a self-addressed postage paid envelope for your convenience in returning the forms.

It will take ATF between one and two months to process the transfer. They will mail you the approved Form 5s once the transfers are approved. Please contact me as soon as you receive the approved forms, and we will make arrangements for shipping.

If you should have any questions, please feel free to call.

Thank You,



Frank Goepfert

DEPARTMENT OF THE TREASURY - BUREAU OF ALCOHOL, TOBACCO AND FIREARMS
APPLICATION FOR TAX EXEMPT TRANSFER AND REGISTRATION OF A FIREARM

SEE INSTRUCTIONS ATTACHED.
TO BE SUBMITTED IN DUPLICATE TO:
National Firearms Act Branch
Bureau of Alcohol, Tobacco & Firearms
Washington, DC 20226

2a. TRANSFEREE'S NAME AND ADDRESS (If transferee is a Special (Occupational) Taxpayer who is acquiring firearm for personal use, rather than as part of his business inventory, show personal name below and check here:)
CITY OF GUTHRIE POLICE DEPARTMENT
312 WEST OKLAHOMA
GUTHRIE OK 73044

1. TYPE OF TRANSFER: TAX EXEMPT

I believe that I am entitled to exempt the payment of the transfer tax imposed by Section 5811 (26 U.S.C. Chapter 53) for the firearm described herein for the following reason See Instruction 6):

- FIREARM IS UNSERVICEABLE AND BEING TRANSFERRED AS A CURIOUS OR ORNAMENT (6a)
- FIREARM IS BEING TRANSFERRED FROM A GOVERNMENT ENTITY (6b & 6c)
- FIREARM IS BEING TRANSFERRED TO A LAWFUL HEIR (6d)
- OTHER (Specify)

2b. TRADE NAME (See instruction 2e) _____ 2c. COUNTY _____

3a. TRANSFEROR'S NAME AND MAILING ADDRESS (If firearm is registered under your trade name, enter your trade name. EXECUTORS: See instruction 2f.)
SPRINGFIELD ARMORY, INC.
420 WEST MAIN STREET
GENESEO, ILL. 61254

3c. NUMBER, STREET, CITY, STATE AND ZIP CODE OF RESIDENCE IF FIREARMS BUSINESS PREMISE DIFFERENT FROM ITEM 3a.

3b. IF APPLICABLE: DECEDENT'S NAME, ADDRESS, AND DATE OF DEATH

The above-named and undersigned transferor hereby makes application as required by Section 5812 of the National Firearms Act to transfer and register the firearm described below to the transferee.

4. DESCRIPTION OF FIREARM (Complete items a through i)

a. NAME AND ADDRESS OF MANUFACTURER AND/OR IMPORTER OF FIREARM SPRINGFIELD ARMORY, INC. 420 WEST MAIN STREET GENESEO, IL. 61254	b. TYPE OF FIREARM (Short-barreled rifle, machine gun, destructive device, any other weapon, etc.) SMG	c. CALIBER, GAUGE OR SIZE (Specify) 9mm	d. MODEL MP5A2
			e. LENGTH (Inches) 22.5
			f. OF BARREL OVERALL 680mm
			g. SERIAL NUMBER 69497

h. ADDITIONAL DESCRIPTION OR DATA APPEARING ON FIREARM (Attach additional sheet if necessary) _____

i. IS THE FIREARM UNSERVICEABLE AS DEFINED IN INSTRUCTION 6a? YES NO (If "No," describe any other method by which firearm has been rendered unserviceable. Use additional sheets.)

5. TRANSFEREE'S FEDERAL FIREARMS LICENSE (If any)
(Give complete 15-digit number)

First 6 digits	2 digits	2 digits	5 digits
LAW ENFORCEMENT USE			

6. TRANSFEREE'S SPECIAL (OCCUPATIONAL) TAX STATUS

a. ATF IDENTIFICATION NO.	b. CLASS

7. TRANSFEROR'S FEDERAL FIREARMS LICENSE (If any)
(Give complete 15-digit number)

First 6 digits	2 digits	2 digits	5 digits
336037	08	ID	13891

8. TRANSFEROR'S SPECIAL (OCCUPATIONAL) TAX STATUS

a. ATF IDENTIFICATION NO.	b. CLASS
EIN#36-2894840	02

UNDER PENALTIES OF PERJURY, I DECLARE that I have examined this application; and to the best of my knowledge and belief it is true, correct, complete, and that the transfer of the described firearm to the transferee and receipt and possession of it by the transferee are not prohibited by the provisions of Chapter 44, Title 18, United States Code; Chapter 53, Title 26, United States Code; or Title VII of the Omnibus Crime Control and Safe Streets Act, as amended; or any provisions of State or local law.

9. SIGNATURE OF TRANSFEROR (Or authorized official)
Kathleen Ryan

10. NAME AND TITLE OF AUTHORIZED OFFICIAL (Print or type)
KATHLEEN RYAN, MGR. INT'L DIVISION

11. DATE
03-04-10

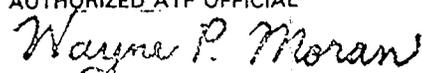
THE SPACE BELOW IS FOR THE USE OF THE BUREAU OF ALCOHOL, TOBACCO AND FIREARMS

BY AUTHORITY OF THE DIRECTOR, THIS APPLICATION HAS BEEN EXAMINED, AND THE TRANSFER AND REGISTRATION OF THE FIREARM DESCRIBED HEREIN AND THE INTERSTATE MOVEMENT OF THAT FIREARM, WHEN APPLICABLE, TO THE TRANSFEREE ARE:

APPROVED (With the following conditions, if any)
DEFERRED REGISTRATION—Possession limited to continued compliance with provisions of Public Law 99-308.

DISAPPROVED (For the following reasons)

EXAMINER City of Guthrie/GPWA 9-7-2010 Meeting	DATE	AUTHORIZED ATF OFFICIAL <i>Wayne P. Moran</i>	DATE MAR 13 2010
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DEPARTMENT OF THE TREASURY 3 BUREAU OF ALCOHOL, TOBACCO AND FIREARMS APPLICATION FOR TAX EXEMPT TRANSFER AND REGISTRATION OF A FIREARM			SEE INSTRUCTIONS ATTACHED. TO BE SUBMITTED IN DUPLICATE TO: National Firearms Act Branch Bureau of Alcohol, Tobacco and Firearms Washington, DC 20226		
2a. TRANSFEREE'S NAME AND ADDRESS (If transferee is a Special (Occupational) Taxpayer who is acquiring firearm for personal use, rather than as part of his business inventory, show personal name below and check here: <input type="checkbox"/>) CITY OF GUTHRIE POLICE DEPARTMENT 312 WEST OKLAHOMA GUTHRIE OK 73044			1. TYPE OF TRANSFER: TAX EXEMPT I believe that I am entitled to exemption from the payment of the transfer tax imposed by Section 5811 (26 U.S.C. Chapter 53) of the Internal Revenue Code for the firearm described herein for the following reason See Instruction 6):		
2b. TRADE NAME (See instruction 2e)		2c. COUNTY			
3a. TRANSFEROR'S NAME AND MAILING ADDRESS (If firearm is registered under your trade name, enter your trade name. EXECUTORS: See instruction 2f.) SPRINGFIELD ARMORY, INC. 420 WEST MAIN STREET GENESEO, ILL. 61254			<input type="checkbox"/> FIREARM IS UNSERVICEABLE AND BEING TRANSFERRED AS A CURIOUS OR ORNAMENT (6a) <input checked="" type="checkbox"/> FIREARM IS BEING TRANSFERRED TO OR FROM A GOVERNMENT ENTITY (6b & 6c) <input type="checkbox"/> FIREARM IS BEING TRANSFERRED TO A LAWFUL HEIR (6d) <input type="checkbox"/> OTHER (Specify)		
3b. IF APPLICABLE: DECEDENT'S NAME, ADDRESS, AND DATE OF DEATH			3c. NUMBER, STREET, CITY, STATE AND ZIP CODE OF RESIDENCE (IF DIFFERENT FROM ITEM 3a.)		
The above-named and undersigned transferor hereby makes application as required by Section 5812 of the National Firearms Act to transfer and register the firearm described below to the transferee.					
4. DESCRIPTION OF FIREARM (Complete items a through i)					
a. NAME AND ADDRESS OF MANUFACTURER AND/OR IMPORTER OF FIREARM SPRINGFIELD ARMORY, INC. 420 WEST MAIN STREET GENESEO, IL. 61254		b. TYPE OF FIREARM (Short-barreled rifle, machine gun, destructive device, any other weapon, etc.) SMG		c. CALIBER, GAUGE OR SIZE (Specify) 9mm	d. MODEL MP5A2
				LENGTH (Inches)	e. OF BARREL 225mm f. OVERALL: 680mm
				g. SERIAL NUMBER 69498	
h. ADDITIONAL DESCRIPTION OR DATA APPEARING ON FIREARM (Attach additional sheet if necessary)			i. IS THE FIREARM UNSERVICEABLE AS DEFINED IN INSTRUCTION 6a? <input type="checkbox"/> YES <input type="checkbox"/> NO (If "No," describe any other method by which firearm has been rendered unserviceable. Use additional sheets.)		
5. TRANSFEREE'S FEDERAL FIREARMS LICENSE (If any) (Give complete 15-digit number)			6. TRANSFEREE'S SPECIAL (OCCUPATIONAL) TAX STATUS		
First 6 digits 2 digits 2 digits 5 digits LAW ENFORCEMENT USE			a. ATF IDENTIFICATION NO.		b. CLASS
7. TRANSFEROR'S FEDERAL FIREARMS LICENSE (If any) (Give complete 15-digit number)			8. TRANSFEROR'S SPECIAL (OCCUPATIONAL) TAX STATUS		
First 6 digits 2 digits 2 digits 5 digits 336037 08 1D 13891			a. ATF IDENTIFICATION NO. EIN#36-2894840		b. CLASS 02
UNDER PENALTIES OF PERJURY, I DECLARE that I have examined this application, and to the best of my knowledge and belief it is true, correct, complete, and that the transfer of the described firearm to the transferee and receipt and possession of it by the transferee are not prohibited by the provisions of Chapter 44, Title 18, United States Code; Chapter 53, Title 26, United States Code; or Title VII of the Omnibus Crime Control and Safe Streets Act as amended; or any provisions of State or local law.					
9. SIGNATURE OF TRANSFEROR (Or authorized official) 			10. NAME AND TITLE OF AUTHORIZED OFFICIAL (Print or type) KATHLEEN RYAN, MGR. INT'L DIVISION		11. DATE 03-04-19
THE SPACE BELOW IS FOR THE USE OF THE BUREAU OF ALCOHOL, TOBACCO AND FIREARMS					
BY AUTHORITY OF THE DIRECTOR, THIS APPLICATION HAS BEEN EXAMINED, AND THE TRANSFER AND REGISTRATION OF THE FIREARM DESCRIBED HEREIN AND THE INTERSTATE MOVEMENT OF THAT FIREARM, WHEN APPLICABLE, TO THE TRANSFEREE ARE:					
<input checked="" type="checkbox"/> APPROVED (With the following conditions, if any) RESTRICTED REGISTRATION—Possession limited to continued compliance with provisions of Public Law 89-308.			<input type="checkbox"/> DISAPPROVED (For the following reasons)		
EXAMINER City of Guthrie/GPWA 9-7-2010 Meeting		DATE	AUTHORIZED ATF OFFICIAL 		DATE MAR 13 19



Agenda Item Cover Letter

Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting September 7, 2010	Contact Rene Spineto
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Agenda Item

Public Hearing and consideration of approval of Planning Commission recommendation to close the west half of the east/west alley in the 400 block of West Springer.

Summary

The Guthrie Planning Commission heard an appeal by Stephen Bowers to close the west half of the east/west alley in Block 75 of Guthrie Proper, specifically the 400 block of West Springer. This block contains two alleys, in a "T" configuration. This request would close the upper left portion of that "T," i.e., the west half of the east/west alley.

The request was heard by the Guthrie Planning Commission at Public Hearings on July 8 and August 12. Notification was sent via certified letter to 14 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 June 27, 2010. There was discussion and the motion passed unanimously in favor of the request, with a recommendation to Council for approval.

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

Supporting documents attached:

- Alley Closure Ordinance
- Planning Commission Application for Alley Closure
- Planning Commission minutes

Recommendation:

Staff recommends approval.

Action Needed Public Hearing Motion Emergency Clause

ORDINANCE NO. 3213

AN ORDINANCE CLOSING THE WEST HALF OF THE EAST/WEST ALLEY LYING IN BLOCK 75, OF GUTHRIE PROPER, 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 the public alley to public use, the west half of the 400 Block of West Springer, the east/west alley in Block 75, of Guthrie Proper as specifically described herein.

Section 2. The dedicated public right-of-way described as the west half of the east/west alley being 20' in width and 140 feet in length lying in the west half of Block 75, Guthrie Proper, Guthrie, Oklahoma is hereby closed and the public use thereof discontinued.

Section 3. The City retains the right to reopen said right-of-ways upon its own determination of necessity or upon application of the property owners owning more than one half (1/2) in area of the property abutting on said alley.

Section 4. Closing of the alley right-of-way shall not impair or effect 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, nor shall the closing affect private ways existing by operation of law.

Section 5. The present or future owners of the aforementioned abutting property shall bear all expense and cost of filing, summons, notification and publication in connection with any action commenced pursuant to 11o.s. 1991, §

42-111 to reopen or foreclose the right of the City to reopen the public right-of-ways.

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 _____, 2010, 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.).

Chuck Burtcher, Mayor

ATTEST: (Seal)

Wanda Calvert, City Clerk

Approved as to form and legality:

Randel Shadid, City Attorney

PLANNING REPORT

To: Chairman and Members of the Planning Commission.
From: Jim Hanke, Chief Inspector of Construction Services
Date: August 12, 2010
Subject: Consider approval of a request to close the east/west alley in Block 75, of Guthrie Proper.

RECOMMENDATION:

Staff does not recommend approval of closing the north-south portion of this alley as there are several other lots in Block 75 that may need immediate or future access to the rear of their properties through the subject alleyway. Staff does recommend closing the east-west portion of this alley.

ALTERNATIVE RECOMMENDATIONS:

- Deny the request
- Approve the request with conditions.
- Table consideration of this item until the next or a future meeting.

GENERAL INFORMATION:

Applicant:

Mr. Steve Bowers

Owner:

Same

Requested Action:

Closing the east/west alley in Blk. 75 (Between 3rd & 4th and Springer & Perkins).

Description:

Applicant requests the alley be closed in order to put up a fence.

Surrounding Land Use and Zoning: R-1 (Single Family Dwellings), and I-2 (Industrial)

Special Information: None

Transportation: N/A

Utilities: All Available

History: NA

Notification: Notification was sent via certified letter to 14 property owners within 300 feet of this location, as well as to all "Utility Companies". Notification was also published in the "Guthrie News Leader" on June 27, 2010.

ATTACHMENTS:
Site Plan and Drawings.

Please advise if additional information is required.

Respectfully Submitted,

Jim Hanke,
Chief Inspector
Construction Services



APPLICATION
PLANNING COMMISSION REVIEW

Steve A. Bowers
Applicant Name
1611 W. Cleveland Ave
Address
Guthrie Ok 73094
City, State, Zip
292-0299 Home Phone 832 4557 Cell Phone Business Phone

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

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

Describe type of request (Rezone from C-1 to C-2, etc.):
Guthrie Proper 75 B-16 N 24
lots 10, 11, 12

Legal Description:
Guthrie Proper 75 B-16 N 24
lots 10, 11, 12

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

Street Address: 421-423 W. Springer Alley South of lots 10, 11, 12

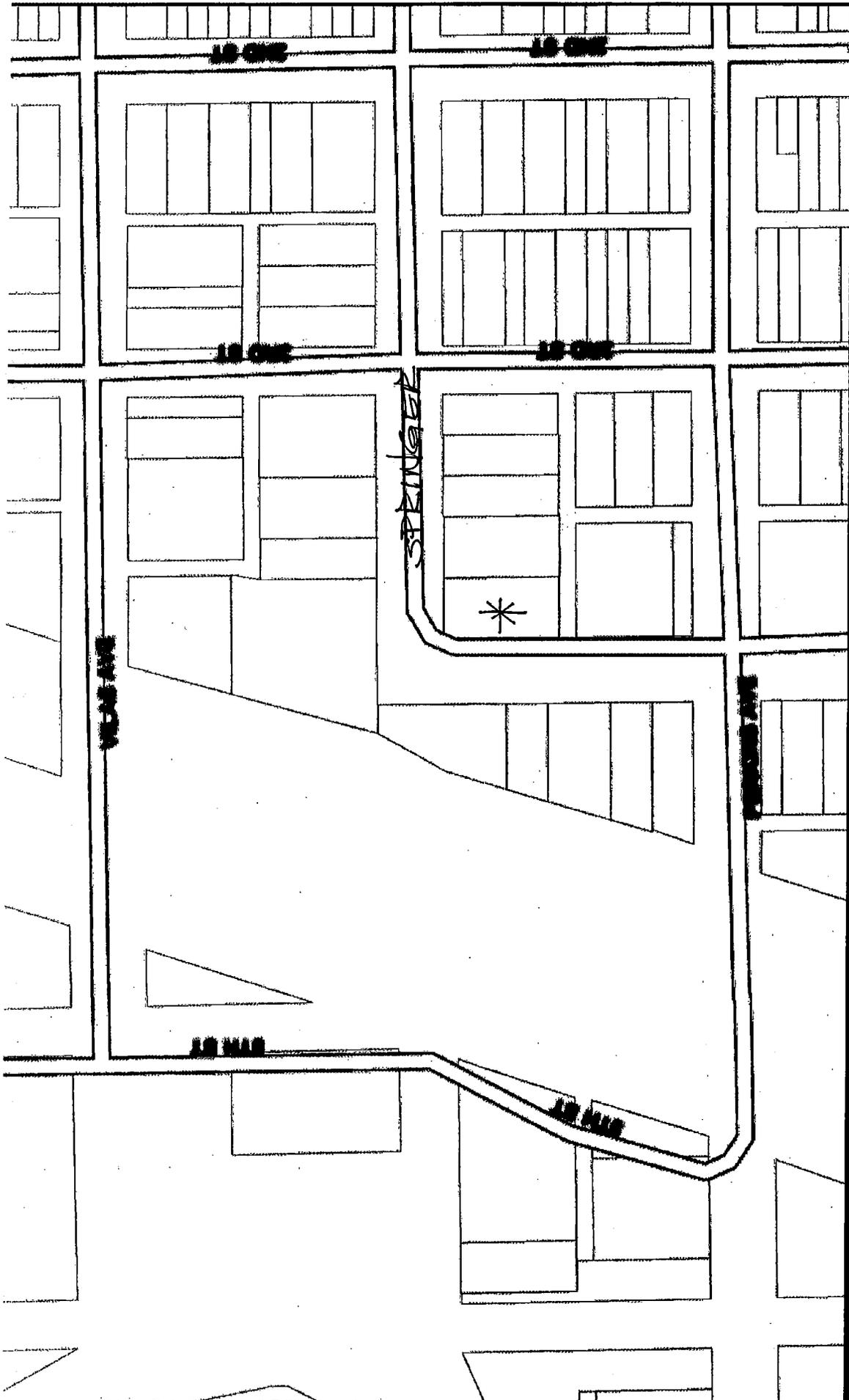
Describe the proposed use of the property:
Vacate to Build Fence

Required Attachments:

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

Steve A. Bowers
Signature

June 10
Date



* Subject Property
 Block 75, Lots 10, 11, 12

**CITY OF GUTHRIE
GUTHRIE PLANNING COMMISSION MEETING
Regular Meeting
Thursday, July 8, 2010**

MINUTES

A regular Meeting of the Guthrie Planning Commission will convene at 5:30 p.m. at Guthrie City Hall at 101 North 2nd Street.

Commissioners present:	Doug Powell	Commissioner	Absent
	Sharyl Padgett	Commissioner	Absent
	Michael Smith	Commissioner	
	Vern Ogden	Commissioner	
	Ed Wood	Commissioner	

OTHERS PRESENT: Rene Spineto, Doug Weir, Steve Bowers, Wayne Nephew, Wendell Mack.

CALL TO ORDER – This meeting is called to order on Thursday, July 8, 2010 at 5:30 p.m.

1. Consent Agenda

A. Minutes for May 6, 2010 meeting.

A motion was made by Comm. Ogden, seconded by Comm. Wood to Approve the minutes as written. All voted Aye.

2. Consideration of application for request to vacate alley at 421 W. Springer Ave.

Applicant, Steve Bowers, spoke of the history and past use of the alley and how over the years the adjacent property owners have encroached the alley with structures. Mr. Nephew & Mr. Mack spoke in support of the alley being closed. A motion was made by Comm. Ogden, seconded by Comm. Wood to Table the application. All voted Aye.

3. Motion to give discretionary authority to the City planner regarding Design Guidelines.

City Planner, Rene Spineto, spoke regarding re-consideration of some items in the Design Guidelines, specifically the requirements for chain link fences and metal buildings. A motion was made by Comm. Wood, seconded by Comm. Ogden to Approve the motion.

4. New Business: None.

5. Reports/Comments from Staff: None.

6. Comments from Commissioners: None.

The meeting adjourned at 6:45 p.m.

**CITY OF GUTHRIE
GUTHRIE PLANNING COMMISSION MEETING
Regular Meeting
Thursday, August 12, 2010**

MINUTES

A regular Meeting of the Guthrie Planning Commission will convene at 5:30 p.m. at Guthrie City Hall at 101 North 2nd Street.

Commissioners present:	Doug Powell	Commissioner	Absent
	Sharyl Padgett	Commissioner	
	Michael Smith	Commissioner	
	Vern Ogden	Commissioner	
	Ed Wood	Commissioner	

OTHERS PRESENT: Rene Spineto, Doug Weir, Jim Hanke, Steve Bowers, Sammy Ramos, Bill Lewis, Dwight Lewis, Robin Edwards, Cindy Jurina, Eileen Kenneth, Sharon Davis.

CALL TO ORDER – This meeting is called to order on Thursday, August 12, 2010 at 5:30 p.m.

1. Consent Agenda
 - A. Minutes for July 8, 2010 meeting.
A motion was made by Comm. Ogden, seconded by Comm. Wood to approve the minutes as written. All voted Aye.
2. Consideration of application for request to close the East-West portion of the alley (Block 75), at 421 W. Springer Ave.

No discussion. A motion was made by Comm. Ogden, seconded by Comm. Wood to *Approve* the application. All voted Aye.
3. Consideration of application for a request for a special use permit, Large Family Daycare in an R-1 Zoning district.

Application withdrawn.
4. Consideration of recommendation to Council regarding new Sign Ordinance.

Commission discussed the proposed new sign ordinance. They recommend some changes and Commissioner Wood made a motion to approve with the recommended changes. Commissioner Ogden seconded the motion. All voted Aye.
5. New Business: None.
6. Reports/Comments from Staff: None.
7. Comments from Commissioners: None.

The meeting adjourned at 7:00 p.m.